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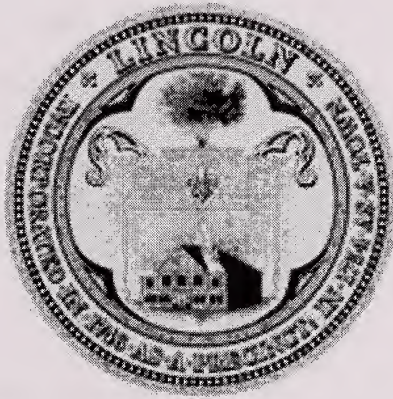
TOWN OF LINCOLN 2012 ANNUAL TOWN REPORT



About the Cover:

Town Moderator Sarah Cannon Holden took the cover photograph from her vantage point facing the over 800 participants at the Special Town Meeting on November 3, 2012. Citizen participation continues to thrive in Lincoln!

REPORT
of the
OFFICERS AND COMMITTEES
of the
TOWN OF LINCOLN
FOR THE YEAR 2012



LINCOLN, MASSACHUSETTS

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TOWN INFORMATION

<i>First Settled</i>	1650-1680
<i>Town Incorporated</i>	1754
<i>Town Area</i>	14.56 square miles
<i>Population</i>	6,216(including Hanscom AFB)
<i>Registered Voters</i>	4,327(including Hanscom AFB)
<i>Type of Government</i>	Town Meeting
<i>2012 Annual Town Meeting</i>	March 24, 2012
<i>2012 Annual Election of Officers</i>	March 26, 2012
<i>FY 2012 Tax Rate =</i>	<i>Residential \$13.81 Commercial \$18.17</i>
<i>FY 2013 Tax Rate =</i>	<i>Residential \$14.23 Commercial \$18.72</i>

MUNICIPAL AND SCHOOL OFFICES

DEPARTMENT	OFFICE HOURS	PHONE
TOWN OFFICES		
Mon-Fri 8:30 AM – 4:30 PM		781-259-2600 (main Phone #)
Accounting & Finance		259-2608
Town Administrator		259-2601
Assessors		259-2611
Building Inspector		259-2613
Collector/Treasurer		259-2605
Conservation		259-2612
Health, Board of		259-2614
Housing Commission		259-2614
Historical Commission		259-2614
& Historic District Comm.		
Planning		259-2610
Selectmen, Board of		259-2601
Town Clerk		259-2607
Zoning Board of Appeals	Monday through Thursday 9 am – 2 pm	259-2615

COUNCIL ON AGING Mon-Fri 8:30 AM – 4:30 PM		
Bemis Hall		259-8811
15 Bedford Road		
PUBLIC SAFETY		
169 Lincoln Road		
Emergencies	911	
General Business	259-8113	
PUBLIC WORKS		
30 Lewis Street Mon-Fri 7:00 AM – 3:30 PM	259-8999	
Transfer Station Wed & Sat 9:30 AM - 3:30 PM	259-8999	
Route 2A		
WATER DEPARTMENT Mon- Fri. 700 AM – 3:30 PM		
Pumping Station, 77 Sandy Pond Road	259-8997	
Filtration Plant, 80 Sandy Pond Road (manned daily)	259-1329	
RECREATION		
Ballfield Road, Hartwell Campus	259-0784	
LINCOLN PUBLIC SCHOOLS		
Ballfield Road	259-9400	
Smith School (K – 4)	259-9404	
Brooks School (5 – 8)	259-9408	
Superintendent	259-9409	
Business Office	259-9401	
LINCOLN SUDBURY REGIONAL DISTRICT SCHOOL		
390 Lincoln Road, Sudbury	978-443-9961	
HANSCOM SCHOOLS - Hanscom AFB		
Hanscom Primary	781-274-7721	
Hanscom Middle	781-274-7720	
MINUTEMAN REGIONAL SCHOOL DISTRICT		
758 Marrett Road, Lexington	781-861-6500	

PUBLIC MEETINGS ARE POSTED ON THE TOWN OFFICES
 BULLETIN BOARD AND ON THE TOWN MUNICIPAL CALENDAR @
www.lincolntown.org.

GENERAL GOVERNMENT

BOARD OF SELECTMEN

Peter Braun
Renel Fredriksen
Noah Eckhouse, Chair

2012 was an active year for Lincoln's Board of Selectmen, as it was for many of the Town's boards, committees and staff. With no fewer than THREE Town Meetings, three elections, a school construction project under consideration, and active renovation of our Town Office building, 2012 had its challenging moments!

We should begin by thanking all the volunteers who help run our Town. Our chosen form of government does not function properly without scores of enthusiastic and committed volunteers who work with our experienced and knowledgeable Town staff to keep Lincoln running smoothly. **THANKS!** - We could not do it without you – and ***we don't say this often enough...***

This marks the first year together of a new Board of Selectmen, having now fully turned over from a stable group of three for the past decade. We welcome Renel Fredriksen and congratulate her on her election. We have worked hard as a Board in the past nine months to develop our sense of purpose and mission, our style, and our priorities. We have made progress, but still have much to do!

As the newest members of the Board, we have benefited greatly from those who have come before us and provided tutelage: Not only prior Selectmen, but other volunteers and elected officials who have worked collaboratively with us along the way.

What were our key accomplishments in 2012?

❖ **Town Offices Project**

❖ *Construction underway, completion mid-2013!*

❖ **New Town Web Site & content management system**

❖ *Coming in May: An all-new, better organized site; each board/committee/department can manage its own content*

❖ **Route 2**

❖ *Crosby's Corner project finally underway. Managing impacts on Lincoln*

❖ **Hanscom**

❖ *Supporting our local military presence, the Base and the economic benefits it brings to Lincoln and the entire region*

- ❖ **Donelan's reopened**
 - ❖ *A critical component of our community is back and better than ever*
- ❖ **Roadway Improvements**
 - ❖ *Major paving project completed; beginning to use Chapter 90 funds for secondary roads*
- ❖ **Financial Management**
 - ❖ *Often unheralded, but the collaborative effort of many boards, committees, and staff leaves us in an envious position. One of only 23 (of 351) cities and towns in Mass to be AAA rated*
- ❖ **Communications/Outreach**
 - ❖ *Selectmen's Newsletter, published three times a year, providing an additional window into the Selectmen's activities and concerns.*
- ❖ **Collective Bargaining Concluded**
 - ❖ *New agreements with the police, firemen, and DPW unions. We appreciate their collaboration with us*
- ❖ **Liquor Licenses**
 - ❖ *Donelan's now selling beer & wine; AKA Bistro upgraded to all liquor; Groves application in process*
- ❖ **Committee Appointments**
 - ❖ *Revitalizing several committees with new appointees: Conservation Commission, Capital Planning Committee, and Disabilities Commission.*
- ❖ ***New Fire Chief Appointed: Steve Carter***

This Board of Selectmen sees our overarching role to be to carry out the direction of Town Meeting, while facilitating the good works of other boards and committees. In this era of rising costs and increasingly sophisticated demands on municipal government, we strive to deliver high quality services with minimal budget growth. Lincoln has a unique, participatory culture that relies on an informed, participatory, grassroots-style approach to problem solving. The Board of Selectmen and Town staff work to support this approach to problem solving while occasionally providing the "spark" of leadership to help the Town coalesce around a solution.

More details on 2012 accomplishments and ongoing work:

Hurricane Sandy

We are grateful that our region was spared the truly devastating impacts of Hurricane Sandy. At the same time, the storm did result in significant tree damage, some property damage, over two dozen road closures, a prolonged power outage for a substantial number of homes, and the cancellation of school for two days. Our public safety and public works employees worked tirelessly to manage the situation and to respond to residents' needs. They deserve our thanks.

One particularly difficult element of the post-storm recovery was the response of NSTAR, our electric utility in Town. Though we have had issues with the timeliness and quality of their response in the past, we had been promised a better coordinated, more transparent response for this storm. Governor Patrick himself had promised as much. However, NSTAR's performance did not match our expectations. Our public safety and public works crews were available around the clock to assist with debris-clearing operations and to help NSTAR respond on a priority basis to our needs. Despite repeated calls for assistance and other outreach by the Town, NSTAR did not dispatch its first crew to Lincoln until approximately 24 hours after the storm subsided – and then only for the purpose of clearing trees and wires from major roads. Substantial efforts to restore power did not commence until two days later. We know, through monitoring of NSTAR's outage maps and database throughout the storm, that Lincoln and Weston suffered a higher and more prolonged percentage of outages than any communities within NSTAR's territory. We expressed our dissatisfaction directly to the state office that regulates NSTAR, the Massachusetts Executive Office of Energy and Environmental Affairs, during a meeting with the state Secretary attended by Selectman Braun, Town Administrator Tim Higgins, and Police Chief Kevin Mooney. We offered several suggestions for future improvement, including a suggestion that NSTAR ensure that every community, regardless of population, be guaranteed a certain minimum level of response.

Several towns in our area own and operate their own municipal power companies. Studies show that municipal power companies provide a higher quality service at more cost effective rates. Unfortunately, existing state law and utility industry political clout have conspired to make it virtually impossible for towns to form or join municipal power companies. Nevertheless, we will continue to work with our counterparts around the state to make this option available at some point in the future.

Town Offices Project

After approximately two years of planning and funding work, groundbreaking was held on April 23, 2012 for the Town Office Renovation Project. The approximately

fifteen month project will completely renovate the interior of this historic property while preserving the exterior with minimal changes.



Town Offices Groundbreaking – April 23rd, 2012

(Photo Courtesy of the Lincoln Journal)

The first phase of construction involved demolition and exploration of the secrets of this old building. While the pre-construction team had done many studies, test pits and explorations of the site, demolition is the true test of “what’s really in there”. And the result? While there was no shortage of surprises (significant additional asbestos, rubble walls, rotten structural members, etc.), there were no show-stoppers, and work was able to proceed.

The second phase of the project involved structural shoring of the building, while additional modern steel beams were introduced to the building’s bones. Excavation was also completed for a lowered ground floor, a new underground vault, a new mechanical and electrical enclosure, and foundation waterproofing..

Phase III of the project was when the building turned the corner and reconstruction began in earnest. New stairwells were built and stairways installed. An elevator shaft was run through the building. Extensive insulation and vapor barrier work was added to the outer shell, the façade was repointed, window sills were lowered in some areas, and a new impervious vault room was constructed for Town archives and recordkeeping. The cupola reconstruction (and stabilization) was also begun, and key public safety transmitters were accommodated. Buried underground utilities were run to the building.

Phase IV includes HVAC, interior partitions, electrical, mechanical, and plumbing work.

Phase V will conclude with final finishes, floor treatments, landscaping and paint. We all also conduct enhanced commissioning and training activities to maximize the energy-efficient use of our new Town Offices!

Construction completion is expected in late spring... watch for exciting announcements on a grand opening ceremony and further celebration during the 4th of July Parade!

New Web Site & Content Management System

As this Annual Report is being published, our Town web site is being completely overhauled, with completion scheduled for mid-May. IT Director Chuck Miller and other staff and volunteers have been working diligently to deliver a new system, designed with ease of navigation for users, improved content management for staff and boards, and greater transparency for all.

Since Chuck designed our current web site many years ago, great improvements have occurred in Content Management Systems. A CMS is a flexible system that allows publishing, editing and modifying content in a collaborative manner. Each Department, Board, or Commission can manage its own content, and update it in a timely manner.

Great thanks go to Chuck Miller, not only for spearheading this important process, but also for managing to produce all the documentation needed for the new site while maintaining the old one – not an easy feat. In addition to Chuck's Herculean efforts, each department has had to put in extra time to get all the data gathered and organized in order to get this done on time. Kudos to all!

Route 2

Lincoln has worked, literally for decades, to urge the state to transform Route 2 into a limited access highway from Tracey's Corner west to Route 126. Several generations of Lincoln officials have taken their turns leading a coalition of neighboring towns to keep the pressure on the state to design and fund the right solution. Special thanks to Dan Boynton, who took the baton a few years ago, at a critical point in the project, when the design plans were being finalized and project funding was in doubt. We could not be more pleased to report that the construction contract was awarded this past year. As of this writing, the contractor is in the process of securing final state permits in anticipation of construction beginning in earnest early in 2013. Our public safety staff will be working with Mass Highway and the contractor to monitor and, to the extent possible, mitigate traffic impacts on Lincoln's neighborhoods. Except under limited circumstances, the contractor will be required to keep two travel lanes

open in both directions during peak hours. We will no doubt experience impacts and inconvenience during the four year construction schedule; however, the long-term safety benefits of the project, particularly for those residents who will no longer be required to access their homes directly from Route 2, will be substantial.

Hanscom

Approximately one-half of Hanscom Air Force Base (or about 400 acres) is in Lincoln, including all of the housing and schools and some operational buildings and undeveloped land. The federal government has exclusive jurisdiction over Hanscom, which has the Constitutionally-protected legal status of a “federal enclave”. This status precludes Lincoln from taxing the Base’s properties, but also shields Lincoln from any legal obligation to provide most municipal services to the Base. Under a contract with the federal government, we are paid our costs for operating the Hanscom schools.

In recent decades, however, numerous military installations have been closed, redeveloped, or downsized. A local example is Fort Devens, which was converted into a new “town” overseen by the Commonwealth of Massachusetts and redeveloped for commercial and residential use. To manage these difficult decisions, Congress enacted the Base Closure and Realignment Act (BRAC) and established the concept of an independent commission to receive input from the Defense Department and make recommendations to Congress. In the 2005 BRAC process, the Defense Department recommended that Hanscom be closed. Our legal counsel has advised us that the next BRAC process will likely focus on Air Force installations and that Hanscom may again be recommended for closure. Preliminary discussion has begun in Washington regarding authorizing a BRAC process by 2015.

During the 2005 BRAC process, a federally-funded study by Sasaki Associates estimated the cost to Lincoln of providing school (including high school), road, public safety, and other services to residents of the Hanscom housing and the revenue to Lincoln from taxing the residential properties and potential new commercial properties. Sasaki estimated that the net cost to Lincoln would be \$6.6 million per year. An approximately 35% increase in Lincoln’s housing and residents, with the accompanying costs of providing services, would only partially be offset by the increased tax revenue. One can reasonably anticipate impact of the same scale, inflated to ten years later, from a 2015 BRAC process. This level of financial impact would clearly present a significant challenge.

It therefore behooves us to pay close attention to Hanscom, including maintaining our close working relationship with Lexington, Bedford, and Concord, which share significant concern with Lincoln related to traffic, airport usage, and potential lack of local control and remain united with Lincoln in confronting Hanscom-related issues. We believe it is also essential that we actively support

the Commonwealth of Massachusetts' efforts to maintain Hanscom's "federal enclave" status.

To that end, our Hanscom liaison, Peter Braun, and our Town Administrator, Tim Higgins, have had productive interactions with senior staff at the Commonwealth's two organizations that are focused on preserving and enhancing Hanscom and other Massachusetts military installations: MassDevelopment, one of the Commonwealth's principal development and financing arms; and the Military Asset and Security Strategy Task Force, chaired by Lieutenant Governor Timothy Murray and composed of many of Governor Deval Patrick's cabinet secretaries, other senior officials, and legislators.

We have been able to communicate Lincoln's continued strong support for Hanscom, establish good two-way communications, and articulate our concerns. In addition to continuing our informal interactions, we will actively participate in several organized communications pathways that the Task Force is establishing with the local communities.

We believe that the Task Force and MassDevelopment are well organized and actively involved in preparing for defending Hanscom in the event of a BRAC process. They are assembling data to support the case for Hanscom's preservation, including working closely with the public-private partnership known as the Defense Technology Initiative that grew out of the 2005 BRAC process. They are considering ways for the Commonwealth to assist with improvements of Hanscom's infrastructure, energy-efficiency, and cost-effectiveness, as well as working with Hanscom to develop synergistic on-Base activities such as the recently-opened Massachusetts Air and Army National Guard joint headquarters. Additionally, at Hanscom's request, MassDevelopment is working with the Air Force and Mass Department of Transportation to convey 18 acres of Commonwealth-owned land to the Air Force so that the Vandenberg Gate can be moved and improved to eliminate a security issue for the Base. Finally, MassDevelopment is working with an experienced Washington-based government-relations firm.

The Task Force and MassDevelopment have also provided us some important strategic advice. If a BRAC process were to be initiated, military installations across the country will be compared to determine which of them should be considered for closure. Based on the 2005 BRAC round, criteria will include capital investments from the state, strong local support, cost-effectiveness, and necessity for national defense. Based on these criteria and upon the advice of counsel, **any public planning at this time is not appropriate** since a BRAC round has not been announced and no federal funds for planning are available. Additionally, a municipal-led public planning process would not indicate strong local support to the Pentagon and could cause concern to the leadership and employees at Hanscom

We believe that demonstrating that we are a reliable ally for the Commonwealth's efforts will serve us well under any scenario involving Hanscom in which we might need the Commonwealth's assistance. If and when a BRAC process is initiated, which is not expected before 2015, and if and when Hanscom is formally identified as being considered for closure, there will be ample time to engage in public planning activities, as was the case in 2005 when we were able to utilize federal funds to obtain the Sasaki study. Moreover, the Sasaki study provided a baseline of legal, environmental, economic and transportation data that will be useful in any future planning efforts. What is important at this time is that we have open communication with members of the Task Force and that we will have a seat on the Community and Municipal Support and Engagement Subcommittee of the Task Force which will be soon established.

We also continue to benefit from regular opportunities to interact with Hanscom leadership. We are also grateful for attention to Hanscom given by Senators Michael Barrett and Kenneth Donnelly and Representatives Thomas Stanley, Jay Kaufman, and Cory Atkins, including their participation in recent HATS meetings.

Finally, we are pleased that Selectman Braun and Town Administrator Tim Higgins have met with and established good communications with the Hunt Companies, the owner and landlord of the Hanscom housing for at least the next 45 years, and that the Base housing is 100% occupied and seems to be in high demand.

Roads

In 2012, the Town completed all work funded by the \$5.5M bond that the Town issued for major roadway reconstruction. This project provided for the reconstruction and renewal of Bedford Road, Sandy Pond Road, Trapelo Road, Lincoln Road, South Great Road, Baker Bridge Road, and Concord Road. These roads were not simply resurfaced, but in many cases re-engineered to provide for proper drainage and structural support. Work on secondary roads has now begun, beginning with Weston Road in 2012 and continuing with Conant Road and other roads in 2013, using Chapter 90 funds.

While spending millions to repave roads is never a preferred use of funds, there was wide agreement in Town that it was time to bite the bullet and get it done. We are pleased that, over the past four years, the work has been completed and the results are outstanding. Our thanks to Highway Superintendent Chris Bibbo and his crew for their careful management and support of this project.

One major concern of residents was that improved road quality would lead to markedly increased vehicle speeds. The Board of Selectmen carefully monitor speed data, provided by the Police department annually, and the data does not indicate that there are significant problems. However, we will continue to keep an eye on the situation.

Finally, the Roadway and Traffic Committee (RTC) has guided and overseen not only the repaving of our major roads, but also the rehabilitation of our roadsides and walking/biking paths. It has also reviewed, expanded, and updated standards for maintenance of Lincoln's roads and roadsides. The RTC, in conjunction with other boards such as the Conservation Commission, is overseeing the reconstruction and maintenance of historic stonewalls throughout the Town. It is also aggressively reviewing pedestrian safety measures (crosswalks, lighting and traffic calming measures) after a number of serious accidents involving cyclists and pedestrians in 2012.

Financial Management

Thoughtful financial planning has enabled the Town to maintain basic services, carry a prudent level of reserves, and make smart longer-term investments in open space, Town buildings, and infrastructure. Our financial committees and staff have been careful to take into account the tax impact of our spending decisions. So, for example, when it became apparent several years ago that the Town and the school would be facing significant capital expenditures, there was consensus to limit spending on the operating budget. As a result, no operating budget override has been proposed since FY 2008. The year-over-year change in taxes has averaged a modest 4% in recent years, including increases in debt service to fund the recently completed roadway improvement program and the current renovation of Town Offices. The Town Administrator, Finance Director, and Finance Committee are developing plans to help the Town address the growing cost of retiree health benefits. Lincoln is one of only a handful of Massachusetts communities to have established a trust fund for this purpose and to have begun setting funds aside. State aid has been on a steady decline since the 2008 recession began, but, fortunately, Lincoln is far less dependent upon state aid than most towns (i.e., we currently derive less than 5% of total revenue from the state). Our recently reconstituted Capital Planning Committee is in the process of formalizing a 25 year capital replacement and forecast model which, when completed, will greatly aid our ability to predict and plan for capital investments, both small and large.

Collective Bargaining

We take great pride in the mutually supportive relationship between management and labor that exists here in Lincoln. The Town Administrator and our department managers work closely with the leadership of our police, fire and public works unions to establish priorities, assess collective performance, and improve the quality of the services we provide. The process we engage in for renegotiating collective bargaining agreements reflects this same spirit of openness and cooperation. Our agreements with our police, fire, and public works employee-unions all expired in June of 2012. Agreements in principle were in place prior to the expiration of the contracts, with formal contract signing

taking place early in the fall of 2012. The agreed upon wage adjustments will allow the Town to maintain wage parity with our peer towns. Health insurance cost control has been a major focus of recent negotiations. Health plan changes implemented over the past several years have generated savings for the Town of approximately \$1 million and equally significant savings for our employees. Again, reasonableness and mutual respect resulted in new agreements that, while taking into account the financial realities of the day, also keep faith with our employees.

Liquor Licenses

2012 provided another unique milestone in Lincoln's history: The awarding of our first retail liquor license.

Passed with overwhelming support at Town Meeting and the ballot box, Lincoln issued a retail beer & wine license to the newly reopened Donelan's supermarket in late spring. Then, in late 2012, the AKA Bistro restaurant was awarded a full liquor license (upgraded from beer & wine). At the time of this writing, The Groves has an application pending for a Club License for its facility.

The Board of Selectmen believe that these licenses, held by responsible operators, enhance the quality of life in Town and further support the businesses who choose to operate in Lincoln. These licenses must be renewed annually by the Board of Selectmen, and, together with Public Safety, we pledge to keep a watchful eye on compliance with all laws and regulations.

Summary

We are all fortunate to be a part of this community. While far from perfect, we do not have to engage in the struggles that so many municipalities must confront daily: we are able to provide a quality education for our children, manage our finances in a responsible manner, and maintain a safe community. Our biggest challenge going forward is to maintain the key elements of our past while developing an appropriate vision for the next 50-100 years. Shared values, open, respectful debate, and broad participation will help us get there. We encourage all citizens of Lincoln, both young and old, to get involved! From passing out water during the 4th of July road race, baking cookies for the Council on Aging, supporting the Parent Teacher Organization or running or volunteering for an elected/appointed board or committee seat, there is a role for you!

OFFICERS AND COMMITTEES ELECTED

<u>Moderator</u>	
Sarah Cannon Holden	2014
<u>Town Clerk</u>	
Susan Brooks	2013
<u>Board of Selectmen</u>	
Peter Braun	2014
Noah Eckhouse	2013
Ragnhild Fredriksen	2015
<u>Board of Assessors</u>	
Ellen Meadors	2014
Edward Morgan	2015
John G. Robinson	2013
<u>School Committee</u>	
Timothy Christenfeld	2013
Jennifer Glass	2014
Jen James	2014
Tom Sander	2013
Alvin L. Schmertzler	2015
<u>Water Commission</u>	
Ion C. Abraham	2015
Paul Giese	2013
Ruth Ann Hendrickson	2014
<u>Board of Health</u>	
Herbert Haessler	2015
Frederick L. Mansfield	2014
Arnold N. Weinberg	2013
<u>Cemetery Commission</u>	
Manley Boyce	2014
Susan S. Harding	2015
Alexander (Jack) Pugh	2013
<u>Lincoln-Sudbury Regional District School Committee</u>	
Radha Gargeya	2013
Elena M. Kleifges	2014
Nancy Marshall (Lincoln Resident)	2015
Kevin J. Matthews	2013
Patricia M. Mostue (Lincoln Resident)	2014
Gerald E. Quirk	2015
<u>Planning Board</u>	
James Craig	2013

Robert Domnitz	2015
Neal Maxymillian	2017
Bryce Wolf	2016
Dan Boynton	(resigned 2012) 2014

Commissioners of Trust Funds

Donald Collins	2015
D. Paul Fitzgerald	2014
Douglas Harding	2013

Trustees of Bemis Fund

Stacy Osur	2014
Susan Conway Pease	2014
Ruth Rothstein	2015

Trustees of Lincoln Library

Jacquelin Apsler (Board of Selectmen Appointee)	2014
Marshall Clemens (School Committee Appointee)	2015
John B. French (Library Trustees Appointee)	
Alfred Kraft (Library Trustees Appointee)	
Peter Sugar (Library Trustees Appointee)	
Susan H. Taylor (Elected)	2013

Decordova Museum and Sculpture Park Trustees

Scarlett H. Carey (Elected)	2015
Jamie Jaffee (Elected)	2014
Melinda Webster Loof (Board of Selectmen Appointee)	2014
Stacy Osur (Elected)	2013
Katherine Hall Page (School Committee Appointee)	2014
Peter Sugar (Library Trustees Appointee)	
Dune Thorne (Elected)	2016

Housing Commission

Stephen Dirrane (Board of Selectmen Appointee)	2014
Pamela Gallup (Elected)	2014
Constance Lewis (Elected)	2015
Robert Wadsworth (State Appointee)	2015

Parks and Recreation Committee

Doug Carson (Board of Selectmen Appointee)	2014
Susan Collins (Elected)	2013
Jonathan Dwyer (Board of Selectmen Appointee)	2013
Chris Fasciano (Board of Selectmen Appointee)	2015
Edward A. Julian (Elected)	2015
Ingrid Neri (Elected)	2014

APPOINTED BY THE BOARD OF SELECTMEN

Town Administrator
Timothy Higgins

Assistant Town Administrator
Anita Scheipers

Accountant/Finance Director
Colleen Wilkins

Treasurer/Collector
Mary Day

Town Counsel
Joel Bard

Superintendent of Public Works
Christian Bibbo

Superintendent of Water Department
Gregory Woods

Fire Chief
Stephen E. Carter

Chief of Police
Kevin Mooney

Constables
Robert Paul Millian
Joseph Topol

2013
2013

Dog Officer
Leslie Boardman

Sealer of Weights & Measures
Courtney Atkinson

Building Inspector
Dan Walsh

Wiring Inspector
Robert Norton

Plumbing Inspector
Russell Dixon

Emergency Management
Stephen E. Carter

2013

Hazardous Waste Coordinator
Elaine Carroll

Veterans' Services Officer

James Hogan

2013

Minuteman Home Care

Robert Sutherland (Council on Aging)

Tree Warden

Kenneth Bassett

2013

Registrars of Voters

Susan Brooks, Ex Officio (Town Clerk)

Christopher Bursaw

Deborah C Kahn

Nancy Zuelke

Conservation Commission

Diana B Beaudoin

2014

Julia R. Dobrow

2015

James Henderson

2013

Ari Kurtz

2015

James Meadors

2013

Robert Noah

2014

Peter Von Mertens

2013

Zoning Board of Appeals

Steve Daigle

2014

Joel Freedman

2016

David Henken, Associate

2015

John Kimball

2013

Jefferson Macklin

2017

Margaret Olson, Associate

2013

Megan Stride

2015

David Summer, Associate

2014

Council On Aging

Carolyn Bottum, Ex Officio (COA Director)

Margaret Boyer

2014

Eugene C. Cooper

2013

John B. French

2015

Benjamin Horne

2014

Sarah Kindleberger

2013

Tricia McGean

2014

Don Milan

2015

Mary Sheldon

2015

Robert Sutherland

2013

Dorothy Taylor

2013

Dilla Tingley

2014

Rob Todd

2015

Disabilities Commission

Carolyn Bottum, Ex Officio (COA Director)

Deborah Dorsey

2013

Janet Lipcon

2014

Phyllis Mutschler	2014
John Ritz	2015
Anita Scheipers, Ex Officio (Assistant Town Administrator)	
Jim Spindler	2013
Nancy Torti	2015

Lincoln Historical Commission

Douglas Adams	2014
Lucretia Giese	2013
Andrew Glass	2015
Henry Hoover, Jr., Alternate	2015
Andrew Ory	2013
Ruth Wales	2014

Historic District Commission

Douglas Adams (Architect)	2014
James Craig (Planning Board)	2014
Lucretia Giese (Historical Society)	2014
Andrew Glass (Historic District Resident)	2015
John MacLean, Alternate	2015
Andrew Ory (Real Estate Agent)	2015
Ruth Wales	2014
Bryce Wolf (Planning Board)	2015

Lincoln Cultural Council

Melinda Abraham	2014
Amy Goodwin	2013
Barbara Low	2013
Lisa Putukian	2013
Joanie Schaffner	2014
Nancy Leigh Thompson	2015
Susan Welsh	2014

Pierce House Property Committee

Judy Gross	2014
Jean Horne	2013
Lucia MacMahon	2014

Recycling Committee

Laura Berland	
Christian Bibbo, Ex Officio (Superintendent of Public Works)	
Barbara Buchan	
Elizabeth Cherniak	
Jennifer Gundy Morris	
Janice Phillips	
Bernadette Quirk	
Anita Scheipers, Ex Officio (Assistant Town Administrator)	
Sue Stason	

Emergency Assistance Fund Committee

Carolyn Bottum, Ex Officio (COA Director)	
Lorraine Fiore (First Parish Church)	2013
Timothy Higgins, Ex Officio (Selectmen Representative)	

Nancy Ritchie (St. Anne's Church)	2015
Mary Sheldon (Council on Aging)	2015
Jane Thomas (St. Julia's Parish)	2013
<u>Green Energy Technology Committee</u>	
Linda Conrad	2013
Edmund Lang	2013
Jennifer Gundy Morris	2013
Anita Scheipers, Ex Officio (Assistant Town Administrator)	
John Snell	2013
William Stason	2013
<u>Cable Advisory Committee</u>	
James Cunningham	2014
<u>Agricultural Commission</u>	
Nancy Bergen	2014
Lynne Bower	2014
Kit Carmody, Alternate	2015
Christy Foote-Smith	2015
Kip Kumler, Alternate	2014
Ari Kurtz (Conservation Commission)	2015
Ellen Raja	2015
Beth Taylor, Alternate	2013
George Travis, Non-voting	2013
<u>Hanscom Field Advisory Commission (HFAC)</u>	
Peter Braun	2013
<u>Hanscom Area Towns Study Committee (HATS)</u>	
Peter Braun (Board of Selectmen)	2014
Robert Domnitz (Planning Board)	2013
<u>MBTA Advisory Board</u>	
Sara Mattes	acting
<u>Metropolitan Area Planning Council (MAPC)</u>	
Christopher Reilly	2014
<u>Suasco Wild and Scenic River Stewardship Council</u>	
James Henderson, Alternate	2014
James Meadors	2014
<u>Affordable Housing Trust</u>	
Ragnhild Fredriksen (Board of Selectmen)	2013
Pamela Gallup (Housing Commission)	2013
Betty-Jane Scheff (At Large)	2013
Ellen Meyer Shorb (Finance Committee)	2013
Gerald Taylor (At Large)	2013
Peter Von Mertens (Lincoln Foundation)	2013
<u>Healthy Communities Implementation Committee</u>	
Jacquelin Apsler	

Carolyn Bottum, Ex Officio (COA Director)
Kevin Kennedy, Ex Officio (Police Department)
Tricia McGean
Barbara Myles, Ex Officio (Library Director)
Rev. Roger Paine
Daniel Pereira, Ex Officio (Recreation Department)
Maureen Richichi, Ex Officio (Nurse)
John Ritz (Disabilities Commission)
Anita Scheipers, Ex Officio (Asst. Town Administrator)

Roadside and Traffic Committee

Kenneth Bassett (Tree Warden)	2013
Noah Eckhouse (Selectman)	2013
Kenneth Hurd (Planning Board)	2013
Alex MacLean (Citizen At Large)	2013
Beth Ries (Garden Club)	2013

Town Offices Building and Study Committee

Susan Brooks
Noah Eckhouse
Christopher Knollmeyer
Edmund Lang
Brooks Mostue
Anita Scheipers
Jim Spindler

APPOINTED BY THE TOWN CLERK

Assistant Town Clerk

Patricia Arseneault
Valerie Fox

Assistant Town Clerk for the Town Archives

Barbara Myles

APPOINTED BY THE BOARD OF HEALTH

Burial Agent

Susan Brooks

Inspector of Animals

Leslie Boardman

APPOINTED BY THE MODERATOR

Personnel Board

Barbara J. Hogan	2014
Beth Ries	2014
Graham Walker	

Finance Committee

Jeffrey Birchby	2015
Karl Geiger	2013
Eric Harris	2015
Sanj Kharbanda	2015
Peyton Marshall	2014
Laura Sander	2014
Ellen Meyer Shorb	2013

Minuteman Career & Technical High School

Kemon Taschioglou	2015
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APPOINTED BY THE PLANNING BOARDComprehensive Plan Implementation Committee

Chris Hamilton	2013
Mark Hochman	2013
Lewis Lloyd	2013
Peter Sugar	2013
Kemon Taschioglou	2013

Lincoln Station Planning Committee

Kenneth Bassett	2013
Andrew Cole (Water Commission)	2013
Ragnhild Fredriksen (Housing Commission)	2013
Kenneth Hurd (Planning Board)	2013
Sara Mattes (Board of Selectmen)	2013
David O'Neil	2013
Ellen Meyer Shorb (Finance Committee)	2013
Jonathan Soo	2013
Peter Von Mertens (Conservation Commission)	2013
Bryce Wolf, Alternate (Planning Board)	2013

APPOINTED BY VARIOUS BOARDS AND COMMITTEESCommunity Preservation Committee

Craig Donaldson (Board of Selectmen Appointee)	2015
Chris Fasciano (Recreation Committee Appointee)	2013
Lucretia Giese (Historical Commission Appointee)	2013
Constance Lewis (Housing Commission Appointee)	2015
Peyton Marshall (Board of Selectmen Appointee) (Finance)	2015
William Stason (Board of Selectmen Appointee)	2013
John Valpey (Board of Selectmen Appointee)	2013
Peter Von Mertens (Conservation Commission Appointee)	2014
Bryce Wolf (Planning Board Appointee)	2013

Capital Planning Committee

Jacquelin Apsler (Trustees of Lincoln Library Appointee)	
Andrew Beard (Moderator Appointee)	2015
Gustav Beerel (Board of Selectmen Appointee)	2013
Peter Braun (Board of Selectmen Appointee)	2014
Carol Lovell Carmody (Board of Selectmen Appointee)	2015

James Henderson (Conservation Commission Appointee)	
Peter Montero (Board of Selectmen Appointee)	2014
Alvin L. Schmertzler (School Committee Appointee)	

Scholarship Fund Committee

Carolyn Dwyer (Moderator Appointee)	2015
Nancy Marshall (Board of Selectmen Appointee)	2014
Margaret Ramsey McCluskey (School Committee Appointee)	2014

OFFICE OF THE TOWN CLERK

Susan F. Brooks, Town Clerk
Patricia Arseneault, Assistant Town Clerk
Valerie Fox, Assistant Town Clerk

The Town Clerk's Office (TCO) carries a full portfolio of legal responsibilities. It is the portal for information about town government affairs for both residents and local, state and federal officials. The Office serves as the "real time" historian of certain milestone private events (vital records) and municipal actions (Town Meeting appropriations, by-laws, land use decisions); it shares direction of the Town Archives with Library Director Barbara Myles; it is responsible for local management of public records; it administers elections, the annual census and street listing process, and the year-round Voter Registration function; it conducts the annual induction of new officers and is responsible for implementation of recent "ethics reform" measures in respect to the town's +/-800 public officials and public employees; it licenses dogs (603 this year!), manages the town's Do Not Solicit database, issues raffle permits and business certificates; and it administers the town's public cemeteries and assists Lincoln families in the purchase of cemetery lots and the burial of their dead.

That's the overview. The actual year 2012 held the usual, wondrously arrayed challenges, surprises and quiet delights of the Office. Here follow noteworthy events of the year past and aspirations held for the year ahead:

The TCO is responsible for creating, preserving, and providing ready access to the official record of the community and its members. It is the maker and manager of records of key civic events, public and personal, and responsible for insuring that the local **public records system** functions ably to provide for the preservation (short or long-term), and ready availability of, records deemed public.

Insuring the permanent preservation and ready availability of historic public (as well as private) records is the function of the **Town Archives**, a joint endeavor of the TCO and the Library Trustees. The **Town Archives Advisory Council (TAAC)** brings designees of each of twelve local historic preservation entities together twice yearly, to seek opportunities to collaborate and amplify their individual efforts, as well as to learn from one another, and build a network of professional peers. Having ably served the Town Archives in the development of their policies and procedures over the last four years, the TAAC is renewing its mission with a greater focus on collaborative endeavors and a mutual passion for sharing their treasures. The high note of the year was a warm, well-attended welcome to new Lincoln Schools Superintendent Becky McFall and a candid and creative conversation about sharing. The TAAC expects to develop a long-range (1-3 yrs) plan in 2013, to help prioritize the expenditure of its limited, i.e., volunteer, resources.

In pursuit of the office's responsibility for capturing and preserving today's unspooling of tomorrow's history, the Town Archives has recently undertaken a new initiative, along with the Conservation Commission and other public and private partners. The **Lincoln Conservation History Project** seeks both to capture and catalog the town's pioneering and lasting land conservation efforts, and to create and promote short and long-form training and educational programs on land planning; effective conservation strategies; and creating and sustaining a greener community.

The big news is, of course, that we, like the rest of the country, endured another **presidential election** year. We are pleased to report that the "Officer Corps" of the town's all volunteer election workforce have stepped up admirably, honing their skills over four elections this year, the results of which are reported elsewhere in these pages. Their skills are likely to be well tested in 2013, with a special US Senate primary and election likely and the potential for more.

Federal law continues to impact **election administration**, most notably the advent of absentee voting by email. We have seen a three fold increase in their use just between the presidential Primary and the Election; because of the relatively high incidence of overseas military and civilians in Lincoln, we expect that trend to accelerate. The Massachusetts legislature may be approaching readiness to undertake a comprehensive review of its own election laws, hopefully with all of the relevant parties at the table.

The **Registry of Vital Records & Statistics** continues the transition of its vital records system to the cloud with, it appears, no more than the usual problems with rolling out a new, "super secure," state-wide, idiot proof, many-partnered program. Death records are intended to make their migration to the future in the coming year.

Our service on the Town Offices Building renovation committee (or **TOBASCO**, as it's known), also reported elsewhere in these pages, is on-going. Suffice it to say, the return to the renovated space is most eagerly awaited.

And last but never least is the office's work with the **Cemetery Commission and the Department of Public Works**, attending to the town's four public cemeteries and the families who have need of them. In addition to the regular maintenance, interment and monument installation work, the so-called cemetery "expansion area," christened Juniper Way, experienced brisk sales of single lots in the spring. Following a professional assessment of monument conservation needs in all four of the town's cemeteries completed in 2011, a contract for preservation work in the Arbor Vitae (AV) Cemetery was awarded and admirably performed by Historic Gravestone Services of New Salem, MA. It is our hope that a well attended December talk about the AV Cemetery, jointly sponsored by the Historic Society and the Cemetery Commission, will inspire a legion of volunteers to

come out for a hands-on preservation workshop at the Cemetery this coming spring. Both the monument assessment and this first installment of actual monument preservation have been generously supported by Community Preservation Committee funds.

The year 2012 in the Town Clerk's Office has been challenging, humbling, moving, interesting, and occasionally overwhelming, but ultimately productive and surprisingly positive. Particularly during the fourth quarter of the year, as the office staggered under the press of an 80% turnout election, with fully an eighth of that electorate voting absentee, and one of us dis-armed as it were, it was our colleagues at Pod B who rose to the occasion and helped get us through. We are indebted to them.

None more so than Assistant Town Clerk, Pat Arseneault, the office's ever-gracious mainstay, and Assistant Town, Valerie Fox, who stepped up heroically and served with verve as Interim Deputy for the period of my disability. I am blessed! So, too, gentle reader, are you.

VITAL STATISTICS

As recommended by the Massachusetts Registry of Vital Records and Statistics, Lincoln birth, death and marriage records for 2012 will remain nameless. Information that is public record may be obtained in the Town Clerk's Office.

- The Town's fruitfulness trend continued, with 43 babies born to Hanscom parents and another 26 to Lincoln parents, for a total of 69 newborns, with boy babies outnumbering girls, 37 to 32.
- Nineteen couples, including nine Lincoln residents, were granted Lincoln marriage licenses this year. Continuing another recent trend, nine of those couples were united in matrimony by lay individuals of their own choosing, certified to serve as "one day solemnizers."
- And of the thirty-eight Lincoln residents lost to death this year, the eldest had achieved ninety-nine years of living. Twelve of this year's decedents were veterans of World War II, the Korean War, or Vietnam.

PRESIDENTIAL PRIMARY

March 6, 2012

Pursuant to a warrant duly served, the Polls were declared open at 7 a.m. by Town Clerk, Susan F. Brooks, assisted by Chief Deputy Warden, Valerie Fox, and Elections Clerk, Pat Arseneault. The following Deputy Wardens assisted Ms. Brooks throughout the day: Jeff Eaton, Alaric Naiman, Judy Fox, Ruth Rothstein, Connie Lewis and Lyn Spaeth. The polls were declared closed at 8:00 p.m. The total number of votes cast was 701 out of 4182 registered voters. Results were as follows:

March 6, 2012 Presidential Primary					
OFFICIAL RESULTS					
Republican Ballot		Democratic Ballot		Green-Rainbow Ballot	
Offices & Candidates		Offices & Candidates		Offices & Candidates	
Presidential Preference	Total	Presidential Preference	Total	Presidential Preference	Total
Blanks	2	Blanks	2	Blanks	0
Ron Paul	41	Barack Obama	225	Kent Mesplay	0
Mitt Romney	341	No Preference	5	Jill Stein	2
Rick Perry	2	Write In	0	Harley Mikkelson	0
Rick Santorum	48			No Preference	0
Jon Huntsman	13				
Michele Bachman	1				
Newt Gingrich	17				
No Preference	1				
Write-Ins	1				
State Committee Man		State Committee Man		State Committee Man	
Blanks	146	Blanks	53	Blanks	2
Peter Dulchinos	83	Ronald M.Cordes	178	Write-Ins	0
Michael J. Benn	191	Write In	1		
Francis Xavier Stanton III	45				
Write-Ins	2				
State Committee Woman		State Committee Woman		State Committee Woman	
Blanks	152	Blanks	44	Blanks	2
Sandi Martinez	312	Janet M. Beyer	188	Write-Ins	0
Write-Ins	3	Write In	0		
Total Ballots	467		232		2
GOP ballots:	467				
DEM ballots:	232				
Gn-Rain ballots:	2				
TOTAL	701				
Total Active Voters	3641				
Turn Out	19.25%				

March 6, 2012 Presidential Primary

OFFICIAL RESULTS

Republican Ballot		Democratic Ballot	
Offices & Candidates		Offices & Candidates	
Town Committee		Town Committee	
Stephen Binder	23	Joanna Hopkins	173
Kate Bruenner	23	Barbara Thomas Slayter	172
Christopher Bursaw	23	Michael T. O'Brien	171
Michael Coppock	23	Mary G. Troy	171
John Cowles	24	Derek Paul Fitzgerald	175
Sandra Damirjian	23	Eleanor J. Fitzgerald	178
Eleanor Gallitano	23	Herman M. Tannert	170
Sheila Harding	24	Carolyn Birmingham	176
Arthur Kluge	23	Laurie T. Dewey	175
Heather Panetta	23	Avram Kalisky	176
Mark Soukup	23	Jean B. Palmer	166
David Stubblebine	23	Laura Berland	172
Richard Theriault	23	Peggy B. Schmertzler	181
All others	11	Alvin L. Schmertzler	179
		Ilana Wind Newell	173
		Edward Rolfe	168
		Lorraine E. Fiore	172
		Sarah Cannon Holden	192
		Alaric Naiman	168
		Ragnhild Fredriksen	174
		Bryce M. Wolf	177
		John Brand French	179
		Rosemary R. Kerrebrock	169
		Jack L. Kerrebrock	173
		Jennifer L. R. Glass	174
		Write In Gary Davis	10
		All others	13

**ANNUAL TOWN MEETING
MARCH 26, 2012**

Pursuant to a Warrant duly served, the Meeting was called to order in the Donaldson Auditorium by the Moderator, Ms. Sarah Cannon Holden, at 9:44 a.m. The Return of Service for the Warrant was read, and a quorum being present (274 voters throughout the day), the following business was transacted.

The Moderator opened the meeting with a review of the general procedure to be followed, and called attention to ARTICLE 1 of the Warrant (Election of Officers and three ballot question, which she briefly recapped), which will be acted upon on Monday, March 26, 2011, at the Smith School Gym, with the polls open from 7:30 a.m. until 8:00 p.m.

ARTICLE 2 Proposed by the Selectmen

VOTED: (Unanimously)

That Sara Mattes be elected Fence Viewer, and that Ken Hurd be elected Measurer of Wood and Bark, for the ensuing year.

ARTICLE 3 Proposed by the Selectmen

VOTED: (Unanimously)

That the reports of the Town Officers, Committees, Commissioners and Trustees, as printed in the annual Town Report, be accepted.

Having arrived at the first of the Articles on the Consent Calendar, the Moderator outlined the procedure for dealing with the Articles on the Consent Calendar. Following a brief review by the Moderator of the substance of the action proposed under each of the articles, a Motion was made and seconded, as provided under Article II, Section 13 of the General Bylaws, to adopt the motions listed under the Articles on the Consent Calendar, those being Articles 4, 5, 6, 9, 10, 11, 16, 18, and 19. The motion was passed unanimously.

The Moderator noted the passing, this past year, of Adeline Naiman, Warren Flint, Jr., John Caswell, John Carley, Norman Hapgood, Judy Emmons, Pat Allen, John Manzelli, and Marshall Sandock, and was joined by Town Meeting in a moment of silent recognition of their lives and contributions.

The Moderator extended thanks to the Girls Scouts for assistance with the mikes and for the baked goods; to the Boy Scouts for assistance in moving Town Offices to their temporary quarters; to Joe Dearden and Andrew Ianella (G6) on the sound board; to those who put together the Volunteer Fair for today's lunch break; to the Town's professional staff; and to departing State Senator, Susan Fargo.

ARTICLE 4 Proposed by the Selectmen
VOTED: (Unanimously, on the Consent Calendar)

That the Town set the salaries of the elected officials of the Town at the following amounts for the fiscal year beginning July 1, 2012:

Board of Selectmen Chair	\$200.00
Board of Selectmen (Other members, each)	\$100.00
Town Clerk	\$75,685.26
Assessors (Chair)	\$200.00
Assessors (Other members, each)	\$175.00
Water Commissioners (Each)	\$75.00

ARTICLE 5 Proposed by the Assessors
VOTED: (Unanimously, on the Consent Calendar)

That the Town accept Chapter 73, Section 4 of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988, for the purpose of increasing the real estate tax exemptions by 100 percent to all persons who qualify for property tax exemptions under Clauses 17, 17C, 17C1/2, 17D, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B and 41C under Chapter 59, Section 5 of the Massachusetts General Laws.

ARTICLE 6 Proposed by the Selectmen
VOTED: (Unanimously, on the Consent Calendar)

That the Town raise and appropriate the sum of \$25,000 by taxation to fund the Town's Senior Tax Work-off Program, as established pursuant to Massachusetts General Laws, Chapter 59, Section 5K, as amended by Chapter 27, Section 24, of the Acts of 2009.

ARTICLE 7 Proposed by Finance Committee

Finance Committee Chair John Koenig presented an overview of the proposed FY2012 operating budget; Town Administrator, Tim Higgins, recounted highlights of the Town Operating portion of the budget; School Committee Chair, Jennifer Glass, presented the K-8 budget; and Superintendent Scott Carpenter presented the LS budget, identifying the sharply rising costs of Out of District placements for Special Needs children as a critical factor in the in the school's budget picture. Re-districted State Representative Tom Conroy is recognized and vows to continue his support for the high school. After discussion, it was

VOTED: (Unanimously)
That the Town adopt as the FY13 budget appropriation the recommendations listed in the report of the Finance Committee, printed on pages 31-37 inclusive, of the Financial Section and Warrant for the 2012 Annual Town Meeting, summarized in the chart below, and that all items be raised by taxation except to the following extent:

APPROPRIATION SUMMARY

GENERAL GOVERNMENT	2,512,138
PUBLIC SAFETY	3,390,353
EDUCATION	13,557,976
PUBLIC WORKS & FACILITIES	1,508,392
HUMAN SERVICES	190,971
CULTURE & RECREATION	1,423,528
DEBT SERVICE	1,238,172
UNCLASSIFIED	5,911,461
WATER DEPARTMENT	1,036,150

TOTAL - ARTICLE 7	30,769,141
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Dept. 1491 **Cemetery Department- Expenses** -\$5,000 to be taken from Cemetery Perpetual Care Trust Fund Income-Expendable Trust.

Dept. 1171 **Conservation Commission –Personnel Services-** \$10,000 to be taken from Wetlands Protection Fees-Receipts Reserved for Appropriation.

Dept. 1290 **Town Offices- Personnel Services** - \$71,000 to be taken from the Hanscom Fund.

Dept. 1290 **Town Offices- Personnel Services** - \$60,000 to be taken from Water revenue.

Dept. 176-17753 **Debt Service – Principal & Interest-** \$17,553 to be taken from the Premium on Sale of Bonds

Accounts.

Dept. 61451 **Water Department**

- **Personnel Services-** \$360,861 to be taken from Water revenue
- **Expenses-** \$446,289 to be taken from Water revenue
- **Debt Service-** \$179,000 to be taken from Water revenue

Dept. 614513 **Water Department**

- **Emergency Reserve - \$50,000** to be taken from Water Enterprise Retained Earnings (Water Surplus)

ARTICLE 8 Proposed by Capital Planning Committee

VOTED: (Unanimously)

That the Town accept the report of the Capital Planning Committee and that the following amounts (items A - L) be raised and appropriated by taxation for the following purposes:

FY13 CAPITAL PROJECTS			
	ITEM	\$ AMT	SPONSOR
A	To fund the purchase of a utility truck with plow, and any related equipment, for the Highway Department, including all costs incidental and related thereto, and to authorize disposal of, by sale or otherwise, any related excess equipment.	\$53,000	Selectmen
B	To fund the purchase of a used heavy duty truck and necessary snow and ice removal equipment, for the Highway Department, including all costs incidental and related thereto, and to authorize disposal of, by sale or otherwise, any related excess equipment.	\$60,000	Selectmen
C	To fund the purchase of necessary snow and ice removal equipment to retrofit an existing cab and chassis, for the Highway Department, including all costs incidental and related thereto, and to authorize disposal of, by sale or otherwise, any related excess equipment.	\$30,000	Selectmen
D	To fund the decommissioning, removal and disposal of the underground fuel storage tanks and related dispensing system at the Highway Department, and the installation of a new above-ground diesel fuel tank and dispenser, including all costs incidental and related thereto.	\$71,000	Selectmen
E	To fund the purchase of services to repair the Fire Department's Engine 1, including all costs incidental and related thereto.	\$55,000	Selectmen
F	To fund the purchase of two replacement frontline cruisers, and one replacement administrative car, with said car proposed to be a hybrid vehicle, and any related equipment, for the Police Department, including all costs incidental and related thereto, and to authorize disposal of, by sale or otherwise, any related excess equipment.	\$114,000	Selectmen
G	To fund the purchase and installation of vegetative screening at the site of the public safety radio tower, and spraying services for tree disease management, for the Police and Fire departments, including all costs incidental and related thereto.	\$10,000	Selectmen
H	To fund the purchase of replacement computers by the Town's IT Department for the various Town departments, including all costs incidental and related thereto.	\$45,000	Selectmen

ARTICLE 9 Proposed by the School Committee

VOTED: (Unanimously, on the Consent Calendar)

That the Town raise and appropriate the sum of \$50,000 by taxation to be used for the repair and maintenance of certain Lincoln School Campus classrooms and buildings, including all costs incidental and related thereto.

ARTICLE 10 Proposed by the Selectmen

VOTED: (Unanimously, on the Consent Calendar)

That the Town raise and appropriate the sum of \$63,475 by taxation to be used for the repair and maintenance of certain Town buildings, including all costs incidental and related thereto.

ARTICLE 11 Proposed by the Library Trustees

VOTED: (Unanimously, on the Consent Calendar)

That the Town raise and appropriate the sum of \$27,200 by taxation to be used for the repair and maintenance of the Lincoln Library, including all costs incidental and related thereto

ARTICLE 12 Proposed by the Selectmen

VOTED: (By majority vote)

That the Town amend the General Bylaws to insert a new General Bylaw to codify the duties and responsibilities of the Capital Planning Committee as follows:

Capital Planning By-Law

Establishment, Purpose, and Duties

There shall be a committee known as the Capital Planning Committee (the "CapCom"). The fundamental purpose of the CapCom shall be to work with the Finance Committee to enhance the Town's capacity to identify, prioritize, and understand the financial implications of capital projects and land acquisitions, including but not limited to: A) all proposed real estate acquisitions that have a cost over \$10,000; and (B) all proposed construction projects, preventive maintenance, repairs, replacements, and equipment acquisitions that will have a useful life of at least five years and a cost that requires capitalization in accordance with the Town's financial accounting policies, in all cases regardless of the method by which they are or may be funded, including but not limited to: (a) annual appropriations (a/k/a cash-capital); (b) debt-financing; (c) capital-exclusions; and (d) Community Preservation Act appropriations.

The CapCom shall develop and consult with the Finance Committee regarding a long-term Capital Plan that addresses the timing and estimated costs of capital projects anticipated by the agencies whose budgets are

considered by the Town Meeting, including Lincoln-Sudbury Regional High School and the Water Commission.

The CapCom shall also review and make recommendations regarding capital projects and maintenance expenditures that will be funded by annual appropriations in accordance with the Finance Committee's annual financial guidelines.

Membership, Appointment, Qualifications, and Terms

The CapCom shall be comprised of nine Members:

Five At-Large Members, three of whom are appointed by the Board of Selectmen and two of whom are appointed by the Moderator. No At-Large Member shall either: (a) serve as a member of the Board of Selectmen, the School Committee, the Conservation Commission, or the Library Board during their term on the CapCom; or (b) have served on such boards, commission, or committee within the two years preceding his or her appointment to the CapCom.

Four Representative Members, consisting of one appointed by and from each of the Board of Selectmen, the School Committee, the Conservation Commission, and the Library Board.

The At-Large Members shall be divided into three classes with staggered three-year terms as follows: (a) one class consisting of an At-Large Member appointed by the Board of Selectmen and an At-Large Member appointed by the Moderator; (b) one class consisting of an At-Large Member appointed by the Board of Selectmen and an At-Large Member appointed by the Moderator; and (c) one class consisting of an At-Large Member appointed by the Board of Selectmen. Following the final adjournment of the Annual Town Meeting at which this Bylaw is first adopted, the following actions shall be taken to establish the staggered three-year terms and classes: (1) the Board of Selectmen shall appoint one At-Large Member for a three-year term, one At-Large Member for a two-year term, and one At-Large Member for a one-year term; and (2) the Moderator shall appoint one At Large Member for a three-year term and one At-Large Member for a two-year term.

The term of office of each At-Large Member shall commence immediately upon qualification and shall expire upon the final adjournment of the Annual Town Meeting of the last year of such person's term of office.

The term of office of each Representative Member shall commence immediately upon appointment and shall expire upon the final adjournment of the Annual Town Meeting of the last year of such person's term of office

on the appointing board, committee, or commission, unless removed sooner by the appointing board, committee, or commission.

The Town Administrator (or his or her designee) and/or the Finance Director, as determined by the Town Administrator, shall serve as ex-officio, non-voting members of the CapCom. A member of the Finance Committee appointed by the Finance Committee shall serve as a liaison to the CapCom.

The CapCom shall choose its own Chair and other officers.

ARTICLE 13 Proposed by the Community Preservation Committee

VOTED: (By majority voice vote, following defeat of motions to remove Item B and to consider items separately)

That the Town receive and act upon a report from the Community Preservation Committee and that the following amounts (items A -L) be appropriated or reserved from Fiscal Year 2013 Community Preservation Fund Revenues, or transferred from prior year's revenues for Community Preservation purposes as specified:

	Project	Total Appropriation	Source of Appropriation
	Appropriations:		
A	To fund, for historic preservation purposes, the FY13 debt service payment on the Town Office renovation project.	\$330,025	\$330,025 from general CPA fund balance
B	To fund, for the purposes of historic preservation, and renovation and rehabilitation of the windows at Bemis Hall and Pierce House and to increase their energy efficiency.	\$264,000	\$177,772 from general CPA fund balance and \$86,228 from CPA historic reserves
C	To fund, for historic preservation purposes, preservation of historic Library items and documents.	\$20,225	\$20,225 from general CPA fund balance
D	To fund, for historic preservation purposes, an inventory of historically significant properties.	\$15,000	\$15,000 from general CPA fund balance
E	To appropriate funds to the Town's Affordable Housing Trust Fund for the purpose of affordable housing buy-downs.	\$90,000	\$90,000 from CPA housing reserves

F	To fund, for open space and historical preservation purposes, stonewall restoration and rehabilitation along agricultural vistas and scenic byways.	\$20,000	\$20,000 from CPA open space reserves
G	To fund CPC administrative expenses.	\$3,000	\$3,000 from CPA FY 13 projected revenues
H	To fund FY13 debt service payments due on permanent borrowing for previously voted CPA projects.	\$124,538	\$124,538 from CPA FY13 projected revenues
	Project Appropriation Subtotal	\$866,788	
I	Housing Reserve	\$78,098	from CPA FY13 projected revenues
J	Open Space/Land Acquisition Reserve	\$78,098	from CPA FY13 projected revenues
K	Historic Preservation Reserve	\$78,098	from CPA FY13 projected revenues
L	Recreation Reserve	\$0.00	
	Reserves Subtotal	\$234,294	
	Total	\$1,101,082	

Article 13 Explanations

This article proposes projects recommended by the Community Preservation Committee under Lincoln's Community Preservation Act (CPA) passed at the March, 2002 Annual Town Meeting and the November, 2002 Election. The descriptions of the proposed projects/actions are contained below:

- A. Debt Service on Town Offices Renovation** – The 2011 Town Meeting approved the use of \$1,000,000 of CPA funds to reduce the town borrowing needed to renovate the Town Office Building. The annual debt service on the bonded amount to complete the renovation is \$330,025. It is recommended that CPA funds be used for this purpose.
- B. Bemis Hall and Pierce House Energy Efficient Windows** – Window preservation in these two building is needed both to ensure the physical integrity of these two historic buildings but also to reduce long-term energy costs and improve occupant comfort. The proposed renovations will maintain the historical integrity of the two buildings while achieving these ends.

- C. Preservation of Library Historical Items and Documents** - Archives containing historical documents for the Town of Lincoln are located in the Lincoln Library. The requested funds will be used to preserve Lincoln's Treasurer's Book 1755-88 and the Pierce Genealogy; digitize the Chapin Diary, Vital Records from 1754-1811 and from 1811-1845; and to repair the bell striking mechanism in the Town Center's clock.
- D. Lincoln Historical Commission Property Inventory** - This amount is requested to permit the Historical Commission to continue its survey of historically significant houses in Lincoln.
- E. Affordable Housing Trust- Buy-Downs** – The Affordable Housing Trust (AHT) is charged with creating and preserving affordable housing sufficient for Lincoln to achieve compliance with the 10% requirement under Chapter 40B of Massachusetts General Laws. The \$90,000 requested in this article is to supplement the \$60,000 appropriated at the 2011 Town Meeting to create a total of \$150,000 that will be used by the AHT to maintain the affordability of existing housing units. This amount will not be subject to any conditions.
- F. Historic Stonewall Restoration** - The funds will be used to reconstruct or repair stonewalls within the historic district or along scenic roadways.
- G. Administrative Expenses** – These funds will be used primarily to pay the \$2,500 annual membership dues in the Community Preservation Coalition, a statewide organization that represents the interests of CPA communities. The balance will be available for costs associated with public information, mailings, and public hearings. Any funds not spent prior to the end of FY13 will be returned to the CPA Fund.
- H. FY13 Debt Service payments** – Debt payment costs associated with the fifth year of permanent financing for previously voted CPA projects pursuant to Article 8 of the April 2, 2005 Town Meeting including the Harrington Row Land Acquisition, Affordable Housing – Sunnyside Lane construction and rehabilitation, and the Library Gund Roof replacement.
- I. Housing Reserve** - The CPA requires that a minimum of 10% of annual revenues be spent or set aside for affordable housing.
- J. Open Space/Land Acquisition Reserve** - The CPA requires that a minimum of 10% of annual revenues be spent or set aside for open space/land conservation.
- K. Historic Preservation** - The CPA requires that a minimum of 10% of annual revenues be spent or set aside for historic preservation.

- L. **Recreation Reserve** – The CPA permits, but does not require, the town to spend or set aside funds for recreational purposes. No funds are reserved for recreational purposes at this time.

Moderator adjourns meeting for lunch. Meeting is reconvened at 2:30.

Mr. Stinson moves to advance Article 28 for consideration at the present time; motion carried by majority voice vote.

ARTICLE 28 Proposed by the Selectmen

VOTED: (Rejected by standing count, 110 nays vs. 87 ayes)

That the Town authorize the Board of Selectmen to sell the three paintings previously on display at Bemis Hall; and

That the proceeds from the sale of such paintings be deposited into a trust fund, to be named the Julian DeCordova Paintings Trust, to be created by special legislation to support the activities of the Bemis Trust, provided that the town is reimbursed from the proceeds of sale for any costs it incurs in the process of auctioning or selling the paintings, which may include conservation; and

That the Selectmen be authorized to submit a petition to the General Court to create such trust fund to be administered by the Bemis Trustees in accordance with the terms and conditions established by the Bemis and John Todd Trusts, provided, however, that the General Court may make clerical and editorial changes of form only to said bill unless changes are approved by the Board of Selectmen and to authorize the Board of Selectmen to approve such amendments as are within the public purpose of the petition; and, further

That the Town appropriate from Free Cash the sum of \$10,000, to facilitate the sale or auction or conservation of the paintings, provided that any town expenses incurred are reimbursed from the proceeds of sale.

ARTICLE 14 Proposed by the Finance Committee

VOTED: (By greater than required two-thirds voice vote)

That the Town raise and appropriate the sum of \$805,000 by taxation to add funds to the Debt Stabilization Fund, so called, previously established in accordance with Massachusetts General Laws, Chapter 40, Section 5B at the March 26, 2011 Annual Town Meeting, Article 19, for the purpose of funding future debt service obligations.

ARTICLE 15 Proposed by the Finance Committee

VOTED: (Unanimously)

That the Town raise and appropriate the sum of \$250,000 by taxation to add funds to the Group Insurance Liability Fund established by Chapter 474 of the Acts of 2008, which Fund will help offset the

Town's so-called "other post-employment benefits" liability established by the Statements 43 and 45 of the Governmental Accounting Standards Board.

ARTICLE 16 Proposed by the Selectmen

VOTED: (Unanimously, on the Consent Calendar)

That the Town accept and expend such sum or sums of money that may be available under the provisions of Massachusetts General Laws, Chapter 90, Section 34, Clause 2(a) or other state roadway reimbursement programs and to authorize the Board of Selectmen to enter into a contract with the Massachusetts Department of Transportation Highway Division and to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow in anticipation of 100% reimbursement of said amounts.

ARTICLE 17 Proposed by the Selectmen

VOTED: (Unanimously)

That the Town act on a recommendation from the Board of Selectmen and Finance Committee and present the annual Bright Light Award to Mary Day, Town Treasurer/Collector, and her staff, for their outstanding work in reorganizing the Town's health insurance program, saving the Town and its employees hundreds of thousands of dollars, and for leading the transition in a thoughtful and supportive manner, earning the respect and appreciation of the employees and retirees, and to raise and appropriate the sum of \$500 by taxation to support this award.

ARTICLE 18 Proposed by the School Committee

VOTED: (Unanimously, on the Consent Calendar)

That the Town transfer from free cash the sum of \$34,000, said sum being equal to the state reimbursement amounts for Special Education Medicaid expenses, to supplement the FY13 Lincoln School operating budget.

ARTICLE 19 Proposed by the Selectmen

VOTED: (Unanimously, on the Consent Calendar)

That the Town reauthorize revolving accounts previously established by vote of the Town under Massachusetts General Laws, Chapter 44, Section 53E ½, for the following purposes: school bus fees, pre-school tuitions, ambulance services, fire alarm maintenance fees, firearms licenses fees, housing rental income, and parks and recreation fees; said fees of the revolving accounts to be expended by the authorized entity without further appropriation.

FUND	REVENUE SOURCE	AUTHORITY TO SPEND FUNDS	USE OF FUNDS	SPENDING LIMIT
Student Transportation	Bus Fees	School Committee	To defray expenses related to student transportation	\$80,000
Preschool Program	User Fees	School Committee	To defray expenses related to Preschool Program services	\$135,000
Fire Alarm	Alarm Fees	Lincoln Fire Department	To defray expenses related to fire alarm services	\$25,000
Affordable Housing	Rental Income	Housing Commission	To defray expenses for maintenance and rehabilitation of town-owned affordable homes, and to cover administrative costs of the Housing Commission.	\$75,000
Firearms Licenses	Firearm Fees	Lincoln Police Department	To defray expenses for the cost of administering the firearms licensing program	\$8,500
Ambulance	Service charges	Lincoln Fire Department	To defray expenses for the cost of ambulance service operations and to build the balance in the fund to offset the purchase of a future ambulance.	\$100,000
Parks & Recreation	Park & Rec Fees	Parks & Recreation Committee	To defray expenses for the cost of Town activities organized or sponsored by the Parks & Recreation Committee.	\$30,000

ARTICLE 20 Proposed by the Selectmen

VOTED: (By majority voice vote)

That the Town establish a new revolving account for the Highway Department under Massachusetts General Laws, Chapter 44, Section 53E ½, in an amount not to exceed \$5,000 for Fiscal Year 2013, for the purpose of accepting receipts received in connection with the operation of the recycling program; said receipts to be expended by the Highway Department in connection with activities associated with the operation of the transfer station and without further appropriation.

ARTICLE 21 Proposed by the Planning Board

VOTED: (By majority voice vote)

That the Town raise and appropriate the sum of \$15,000 by taxation to purchase consulting and technical services to support the South Lincoln planning process.

ARTICLE 22 Proposed by the Conservation Commission

VOTED: (Unanimously)

That the Town appropriate the sum of \$15,000 from the Conservation Receipts Reserved for Appropriation Account for stonewall restorations along agricultural vistas and scenic byways.

ARTICLE 23 Proposed by the Selectmen

VOTED: (Unanimously)

That the Town appropriate the sum of \$28,563.07 from the Highway Insurance Reimbursement Receipts Reserved for Appropriation Account to aid in funding the decommissioning, removal and disposal of the underground fuel storage tanks and related dispensing equipment, and the installation of a new above-ground diesel fuel tank and dispenser, including all costs incidental and related thereto.

ARTICLE 24 Proposed by the Water Commissioners

VOTED: (Unanimously)

That the Town transfer from Water Enterprise Retained Earnings the sum of \$25,000 to undertake necessary maintenance and engineering studies involving Flint's Pond spillway, including all costs incidental and related thereto.

ARTICLE 25 Proposed by the Water Commissioners

VOTED: (Unanimously)

That the Town transfer from Water Enterprise Retained Earnings the sum of \$135,000 for engineering services and the purchase of pipe, valves and other appurtenances related to the installation of a new water main along Route 2, including all costs incidental and related thereto.

ARTICLE 26 Proposed by the Selectmen

VOTED: (Unanimously)

That the Town transfer from Free Cash the sum of \$ 6,323 as a supplemental appropriation to defray the necessary expenses of the Minuteman Regional Vocational Technical School District (the "District") for fiscal year 2012, consistent with the Regional School District Committee's March 13, 2012 vote concerning emergency building repairs and improvements to the Trades Hall at the Minuteman Regional High School, with such supplemental budget appropriation bringing the Town's total appropriation for the District's 2012 fiscal year to \$74,323.

ARTICLE 27 Proposed by the Finance Committee

VOTED: (Unanimously)

That the Town transfer from free cash the sum of \$3,001,496 to reduce the total amount to be raised by taxation pursuant to the votes previously taken under Article 7 of this Warrant, or any other article of this Warrant authorizing the appropriation of funds.

ARTICLE 29 Proposed by the Selectmen

VOTED: (Unanimously)

That the Town pass over this article.

ARTICLE 30 Proposed by the Planning Board

VOTED: (Unanimously)

That the Town, pursuant to Massachusetts General Laws, Chapter 41, Section 81A and G.L. c.41, §2 reduce the terms of Planning Board members from 5 years to 3 years; provided, however, that to implement said vote, the term of any elected incumbent serving in office at the time of this vote or elected at the March 26, 2012 Annual Town Election shall not be cut short by such vote; however, as such positions elected for terms of 3 years.

ARTICLE 31 Proposed by the Town Clerk

VOTED: (Unanimously)

That the Town, pursuant to Massachusetts General Laws, Chapter 41, Section 110A, authorize the Town Clerk's office to remain closed on Saturdays and to treat Saturday as a legal holiday for the purposes of calculating the time frame for filing matters in that office.

ARTICLE 32 Proposed by the Planning Board

Planning Board Co-Chair Bob Domnitz presented the Board's recommendation of the following matter, and that public hearings on the proposal were concluded on February 28, 2012, before it was

VOTED: (By greater than the required two-thirds voice vote)

That the Town amend the Zoning Bylaw to increase the wireless cell facility setback by inserting a new Section 12.6.6 (t), as shown below with the new language being shown as bolded italic text as follows:

12.6.6 (t) The minimum setback for an antenna support structure is 125' from the WCF overlay district boundary, except for common boundaries between contiguous WCF overlay districts. The minimum setback for all other components of a WCF is 75' from the overlay district boundary, except for common boundaries between contiguous WCF overlay districts. Minimum setbacks from lot boundaries are as regulated elsewhere in this bylaw for the underlying zoning district. Notwithstanding the provisions of Section 4 of this Zoning Bylaw, extensions or alterations to pre-existing non-conforming

WCF structures may be permitted by special permit granted by the Planning Board, provided that the Planning Board finds that such extensions or alterations are not substantially more detrimental to the neighborhood than the existing structure.

ARTICLE 33 Proposed by the Planning Board

Planning Board Co-Chair James Craig presented the Board's recommendation of the following matter, and that public hearings on the proposal were concluded on February 28, 2012, before it was

VOTED: (By greater than required two-thirds voice vote)

That the Town amend the Zoning Bylaw, Section 4.6.1, Section 6.0.1, Section 6.0.2 and Section 18.1, to prohibit the stockpiling of fill without permitting, by making the following amendments as shown below with deletions shown in strikethrough text and additions shown in bolded italic text as follows:

4.6.1 No site alteration or site development work on a lot including, but not limited to, removal of vegetation, ~~soil excavation~~ ***excavation, stockpiling of fill***, or grading in preparation for, or anticipation of any alteration, extension, reconstruction or renovation of a building or structure subject to the requirements of this Section shall occur prior to a Building Permit being issued for said building or accessory structure in accordance with **Section 4.6** of this By-law.

6.0.1 No site alteration or development work including, but not limited to removal of vegetation, ~~soil excavation~~ ***excavation, stockpiling of fill***, or grading, shall be performed on an undeveloped or vacant lot prior to Planning Board approval of a site plan ~~therefore~~ ***therfor***, in accordance with **Section 17.7** of this By-law.

6.0.2 No site alteration or development work on a lot including, but not limited to: removal of vegetation, ~~soil excavation~~ ***excavation, stockpiling of fill***, or grading, shall occur prior to Planning Board approval of a site plan in accordance with **Section 17.7** of this By-law in preparation for, or anticipation of, construction of any proposed alteration, extension, reconstruction, or renovation of an existing structure above grade when (a) the proposed calculated gross floor area for the structures on the lot exceeds 4,000 square feet or 8% of the lot area, whichever is greater; or (b) the proposed calculated gross floor area of the structures on the lot equals or exceeds 6,500 square feet.

18.1 Removal ***or Stockpiling*** of Earth. The removal ***or stockpiling*** of earth, including soil, loam, sand, gravel, clay, quarried rock or other earth

products from land not in public use, except where such removal **or stockpiling** is entirely incidental to or in connection with the construction at the site or removal of an approved structure or street, is specifically prohibited within the Town, unless a permit for such removal has been granted by the Board of Appeals under **Section 20** below.

ARTICLE 34 Proposed by the Planning Board

VOTED: (Unanimously)

That the Town pass over this article.

ARTICLE 35 Proposed by the Planning Board

Planning Board Co-Chair James Craig presented the Board's recommendation of the following matter, and that public hearings on the proposal were concluded on February 28, 2012, and, following considerable discussion, it was

VOTED: (To REJECT, with the motion having failed to obtain the necessary two-thirds support)

That the Town amend the Zoning Bylaw, Section 4.5, to restrict building on non-conforming lots that have been altered by structures, by making the following amendment with added language shown in bolded italicized text as follows:

A single-family or two-family residential lot established prior to June 6, 1955, and continuously existing without alteration, ***and on which no structure has been built***, since its establishment which complied with minimum area, frontage, width, yard and depth requirements in effect at the time such lot was established, may be used in accordance with such requirements as a non-conforming lot and need not comply with any subsequently adopted by-law or amendment which increases the area, frontage, width, yard or depth requirements applicable to such residential lot.

ARTICLE 36 Proposed by the Planning Board

Planning Board Co-Chair Bob Domnitz presented the Board's recommendation of the following matter, and that public hearings on the proposal were concluded on February 28, 2012, before it was

VOTED: (To REJECT by standing vote, with 67 nays to 53 ayes)

That the Town amend the Zoning Bylaw to restrict the number of dwelling units permitted by special permit in nonconforming situations, by inserting a new Section 4.7 as follows in bolded italicized text:

4.7 Notwithstanding the foregoing provisions of Section 4, special permits granted in nonconforming situations cannot

increase the number of dwelling units on a lot beyond the number of units existing on the lot, or the number of units allowed under the development regulations for the district in which the lot lies, whichever is greater.

ARTICLE 37 Proposed by the Conservation Commission

VOTED: (Unanimously)

That the Town amend the Town's General Bylaws, Article XX, Flints Pond Water Supply Protection Bylaw, to be renamed the "Surface Water Supply Protection Bylaw", to regulate activities in the vicinity of Flint's Pond; by replacing the bylaw in its entirety with the following:

ARTICLE XX Surface Water Supply Protection By-law

Section 1. Purpose

The purpose of this By-law is to protect the drinking water supply in the Town of Lincoln by restricting and controlling activities which are likely to have a significant adverse impact, immediate or cumulative, upon the water quality of surface waters used as sources of drinking water supply.

Section 2. Definitions

***Commission:* The Conservation Commission of the Town of Lincoln.**

***Flint's Pond:* The area containing the surface water drinking water supply for the Town of Lincoln (the boundaries of which are shown on Assessor's Map/Parcel 27-8).**

***Department:* the Department of Environmental Protection of the Commonwealth of Massachusetts.**

***Person:* Any individual, group of individuals, association, partnership, corporation, company, business organization, trust or estate, any federal, state, regional, county or municipal government body administrative agency or public or quasi-public corporation or body, including the Town of Lincoln, and any other legal entity.**

***Significant Adverse Impact:* That which causes or potentially causes a deterioration in the quality of the drinking water supply.**

***Toxic or Hazardous Material:* Any substance or mixture of physical, chemical, or infectious characteristics posing a significant, actual, or potential hazard to water supplies or other hazards to human health if such substance or mixture were discharged to land or water of the Town of Lincoln. Toxic or hazardous materials include, without limitation, synthetic organic chemicals, petroleum products, heavy metals, radioactive or infectious wastes, acids and**

alkalis, and all substances defined as Toxic or Hazardous under MGL Chapter 21C and 21E and 310 CMR 30.00 and also include such products as solvents and thinners in quantities greater than normal household use.

Tributary: any body of running, or intermittently running, water which moves in a definite channel, naturally or artificially created, in the ground due to a hydraulic gradient, and which ultimately flows into a Class A surface water source, as defined in 314 CMR 4.05(3)(a).

Zone A: (a) the land area between the surface water sources and the upper boundary of the bank; (b) the land area within a 400 foot lateral distance from the upper boundary of the bank of a Class A surface water source, as defined in 314 CMR 4.05(3)(a); and (c) the land area within a 200 foot lateral distance from the upper boundary of the bank of a tributary or associated surface water body.

Section 3. Jurisdiction; Presumption; Regulations

- A. Except as allowed in this By-law, no person shall undertake any activity within the Zone A of Flint's Pond that causes a significant adverse impact on the water quality of this surface water body.**
- B. The following regulations apply to the zone A of Flint's Pond or to a smaller area if specified in the regulation:**
 - 1. No stabling, hitching, standing, feeding or grazing of livestock or other domestic animals shall be located, constructed, or maintained within 100 feet of the bank of Flint's Pond or of any tributary to Flint's Pond.**
 - 2. No burial shall be made, except by permission in writing by the Board of Water Commissioners or like body having jurisdiction over the source of supply, in any cemetery or other place within 100 feet of the high water mark of Flint's or of any tributary to Flint's Pond. No lands not under the control of cemetery authorities and used for cemetery purposes, from which lands the natural drainage flows into said source of water supply or tributary thereto, shall be taken or used for cemetery purposes until a plan and sufficient description of the lands is presented to the Department and until such taking or use is expressly approved in writing by the Department.**
 - 3. No person shall swim, wade or bathe in Flint's Pond, and no person shall, unless permitted by written permit by the Board of Water Commissioners or like body having**

jurisdiction over these surface water sources, fish in; enter or go in any boat, seaplane, or other vehicle; enter upon the ice for any purpose, including the cutting or taking of ice; or cause or allow any animal to go into, or upon, Flint's Pond or any tributary to Flint's Pond.

- 4. No person shall apply herbicides to Flint's Pond or its tributaries without a permit issued by the Department pursuant to M.G.L. c. 111, § 5E. This requirement does not apply to the application of algaecides containing copper by the public water system. However, the public water system shall notify the Department in writing prior to the application of such algaecides.*
 - 5. No person shall throw any dirt, rubbish or foreign materials into the waters of Flint's Pond;*
 - 6. No person shall engage in active or passive recreational activities on public lands within two-hundred (200) feet of Flint's Pond unless these activities are allowed by a Recreational Management Plan adopted by the Conservation Commission for public lands within the vicinity of Flint's Pond. The Plan may allow recreational activities which are deemed not to adversely impact water quality;*
- C. The following new or expanded land uses introduced or expanded after August 1, 2012 are hereby found to have a significant adverse impact on water quality and are accordingly prohibited in the Zone A of Flint's Pond:*
- 1. all underground storage tanks,*
 - 2. above-ground storage of liquid hazardous material as defined in M.G.L. c. 21E, or liquid propane or liquid petroleum products, except as follows:*
 - (a) The storage is incidental to:*
 - 1. normal household use, outdoor maintenance, or the heating of a structure;*
 - 2. use of emergency generators;*
 - 3. a response action conducted or performed in accordance with M.G.L. c. 21E and 310 CMR 40.000 and which is exempt from a ground water discharge permit pursuant to 314 CMR 5.05(14); or*
 - (b) The storage is either in container(s) or above-ground tank(s) within a building, or outdoors in covered*

container(s) or above-ground tank(s) in an area that has a containment system designed and operated to hold either 10% of the total possible storage capacity of all containers, or 110% of the largest container's storage capacity, whichever is greater. However, these storage requirements do not apply to the replacement of existing tanks or systems for the keeping, dispensing or storing of gasoline provided the replacement is performed in accordance with applicable state and local requirements;

3. *treatment or disposal works subject to 314 CMR 3.00 or 5.00, except the following:*
 - (a) *the replacement or repair of an existing treatment or disposal works that will not result in a design capacity greater than the design capacity of the existing treatment or disposal works;*
 - (b) *treatment or disposal works for sanitary sewage if necessary to treat existing sanitary sewage discharges in non-compliance with 310 CMR 15.000: The State Environmental Code, Title 5: Standard Requirements for the Siting, Construction, Inspection, Upgrade and Expansion of On-site Sewage Treatment and Disposal Systems and for the Transport and Disposal of Septage, provided the facility owner demonstrates to the Department's satisfaction that there are no feasible siting locations outside of the Zone A. Any such facility shall be permitted in accordance with 314 CMR 5.00 and shall be required to disinfect the effluent. The Department may also require the facility to provide a higher level of treatment prior to discharge;*
 - (c) *treatment works approved by the Department designed for the treatment of contaminated ground or surface waters and operated in compliance with 314 CMR 5.05(3) or 5.05(13).*
 - (d) *discharge by public water system of waters incidental to water treatment processes.*
4. *facilities that, through their acts or processes, generate, treat, store or dispose of hazardous waste that are subject to M.G.L. c. 21C and 310 CMR 30.000, except for the following:*
 - (a) *very small quantity generators, as defined by 310 CMR 30.000;*

- (b) treatment works approved by the Department designed in accordance with 314 CMR 5.00 for the treatment of contaminated ground or surface waters;*
- 5. sand and gravel excavation operations;*
 - 6. uncovered or uncontained storage of fertilizers;*
 - 7. uncovered or uncontained storage of road or parking lot de-icing and sanding materials;*
 - 8. storage or disposal of snow or ice, removed from highways and streets outside the Zone A, that contains deicing chemicals;*
 - 9. uncovered or uncontained storage of manure;*
 - 10. junk and salvage operations;*
 - 11. commercial motor vehicle repair operations;*
 - 12. cemeteries (human and animal) and mausoleums;*
 - 13. solid waste combustion facilities or handling facilities as defined at 310 CMR 16.00;*
 - 14. land uses that result in the rendering impervious of more than 15%, or more than 20% with artificial recharge, or 2500 square feet of any lot, whichever is greater; and*
 - 15. commercial outdoor washing of vehicles, commercial car washes.*

Section 4. Regulations

After public notice and public hearing, the Commission may issue rules and regulations to effectuate the purposes of this bylaw, effective when voted and filed with the Town Clerk. Failure by the Commission to issue such rules and regulations or a legal declaration of their invalidity by a court of law shall not act to suspend or invalidate the effect of this bylaw. At a minimum these regulations may define key terms contained in this bylaw, as well as additional terms not inconsistent with this bylaw.

Section 5. Enforcement

- A. The Commission, its agents, officers, and employees shall have authority to enter upon public or private land for the purpose of performing their duties under this By-law and may make or cause to be made examinations, surveys or sampling as necessary, subject to the limitations imposed by applicable Federal or State law.*

- B. The Commission shall have authority to enforce this By-law and by violation notices, administrative orders and civil and criminal court actions.**
- C. Upon request of the Commission, the Board of Selectmen and the Town Counsel shall take legal action for enforcement under civil law. Upon request of the Commission, the chief of police shall take legal action for enforcement under criminal law.**
- D. Any person who violates any provision of this By-law shall be punished by a fine of up to one-hundred dollars (\$100.00). Each day or portion thereof during which a violation continues shall constitute a separate offense, and each provision of the By-law or permit violated shall constitute a separate offense.**

Section 6. Severability

The invalidity of any Section or provision or phrase of this By-law, or disapproval of any Section or provision or phrase of this By-law by the Attorney General, shall not invalidate any other Section or provision or phrase thereof, nor shall it invalidate any permit or decision which previously had been issued.

Appendix 1. Map of Flint's Pond Area

ARTICLE 38 Proposed by the Planning Board

VOTED: (Unanimously)

That the Town pass over this article.

ARTICLE 39 Proposed by Citizen Petition

VOTED: (Unanimously)

That the Town support a people's rights amendment to the United States Constitution as stated in the proposal below:

Whereas, we the people of Lincoln Town Meeting affirm our belief that the Bill of Rights of the Constitution of the United States, and in particular the First Amendment, was adopted to protect the rights of natural persons, not corporations;

Whereas, we believe that the Supreme Court's 5-4 majority ruling in Citizens United v. Federal Election Commission, which overturned longstanding precedents and laws prohibiting corporations from spending their general treasury funds in public elections, has unleashed a flood of uncontrolled and often undisclosed corporate spending to influence elections and governments;

Whereas, we believe this decision presents a serious threat to the conduct of free and fair elections, since it permits corporations to drown out the voices of ordinary persons, and erodes public trust in our political institutions;

Whereas, the Citizens United decision also will undermine the independence of our judiciary and impair its perceived impartiality. (Twenty-one states have elected Supreme Court justices, and thirty-nine states elect at least some appellate or major trial court judges);

Whereas, Citizens United presents a serious and direct threat to our democracy and our republican self-government of, for, and by the people;

Whereas, the people and states of the United States previously have strengthened the nation and preserved liberty and equality for all *by using the amendment process throughout our history, in several instances reversing Supreme Court decisions;*

Now be it therefore resolved to support the following proposed amendment to the U.S. Constitution:

Section 1: We the people who ordain and establish this Constitution intend the rights protected by this Constitution to be the rights of natural persons.

Section 2: The words people, person, or citizen as used in this Constitution do not include corporations, limited liability companies or other corporate entities established by the laws of any State, the United States, or any foreign state, and such corporate entities are subject to such regulation as the people, through their elected State and Federal representatives, deem reasonable and are otherwise consistent with the powers of Congress and the States under this Constitution.

Section 3: Nothing contained herein shall be construed to limit the people's rights of freedom of speech, freedom of the press, free exercise of religion, freedom of association, and all such other rights of the people, which rights are inalienable.

We ask that our Town Selectmen send this resolution to the Massachusetts General Court, to our representatives in the Congress of the United States, and to President Barack Obama.

ARTICLE 40 Proposed by Citizen Petition

Proponent Heather Clary moves, before it is

VOTED: (By majority voice vote)

That the Town pass over this article.

ARTICLE 41 Proposed by the School Committee

VOTED: (By majority voice vote)

That the Town hear a report from the School Building Committee.

Whereupon, Committee Chair Gary Taylor presents a status report on the School Building Committee, including a schedule of forthcoming public information sessions and the promise of a Special Town Meeting in the fall.

ARTICLE 42 Proposed by the Selectmen

With the consent of, and appreciation for, the Green Energy Technology Committee, it is

VOTED: (By majority voice vote)
That the Town pass over this article.

ARTICLE 43 Proposed by the Selectmen

VOTED: (By majority voice vote)
That the Town hear a report from the Community Center Study Committee. Whereupon, John Ritz presents a marvelously accelerated, and mercifully brief, report on the Committee's work to date.

Following which, the 2012 Annual Town Meeting was dissolved at approximately 7:30 pm.

During the course of a long day, tribute was fondly, sometimes humorously, paid to:

Sara Mattes
Mark Collins
Artie and Penny Cotoni
John Koenig
Andy Cole
Mickey Brandmeyer
Susan Fargo
Ken Hurd

Respectfully submitted,

Susan F. Brooks
Town Clerk

ANNUAL TOWN ELECTION

March 26, 2012

In accordance with Article 1 of the Warrant for the Annual Town Meeting, the polls were opened at 7:30 a.m. by Town Clerk, Susan F. Brooks, assisted by Chief Deputy Warden, Valerie Fox, and Elections Clerk, Pat Arseneault. The following Deputy Wardens assisted Ms. Brooks throughout the day: Ruth Rothstein, Jeff Eaton, Connie Lewis, Judy Fox, Alaric Naiman, Terri Morgan and Lyn Spaeth. The polls were declared closed at 8:00 p.m. The total number of votes cast was 353 out of 4224 registered voters. Results were as follows:

ANNUAL TOWN ELECTION			
March 26, 2012			
OFFICIAL TALLY			
Offices and Candidates	Pct. #1	Pct. #2	Total
Board of Selectmen (3 yrs)			
Blanks	35	14	49
Ragnhild Fredriksen	191	108	299
All Others	4	1	5
Board of Assessors (3 yrs)			
Blanks	44	18	62
Edward Morgan	186	105	291
All Others	0	0	0
School Committee (3 yrs)			
Blanks	37	16	53
Alvin L. Schmetzler	192	106	298
All Others	1	1	2
Water Commissioner (3 yrs)			
Blanks	44	18	62
Ion Abraham	186	105	291
All Others	0	0	0
Board of Health (3 yrs)			
Blanks	40	18	58
Herbert A. Haessler	190	104	294
All Others	0	1	1
Cemetery Commissioner (3 yrs)			
Blanks	38	16	54
Susan S. Harding	192	107	299
All Others	0	0	0
Planning Board (5 yrs)			
Blanks	49	23	72
Neal A. Maxymillian	180	100	280
All Others	1	0	1
Commissioner of Trust Funds (3 yrs)			
Blanks	53	23	76
Donald Collins	176	100	276
All Others	1	0	1
Trustee of Bemis Fund (3 yrs)			
Blanks	174	96	270
Write In Ruth Rothstein	32	12	44
All Others	24	15	39
Trustee of Bemis Fund (2 yrs)			
Blanks	44	21	65
Susan Conway Pease	185	100	285
All Others	1	2	3
DeCordova Museum Trustee (4 yrs)			
Blanks	46	23	69
Dune Lafield Thorne	184	100	284
All Others	0	0	0
Housing Commission (3 yrs)			
Blanks	42	20	62
Constance Adams Lewis	187	103	290
All Others	1	0	1
Parks & Recreation Committee (3 yrs)			
Blanks	41	21	62
Edward Anthony Julian	189	102	291
All Others	0	0	0
LS Regional School Committee (2 for 3 yrs)			
Blanks	130	63	193
Nancy F. Marshall	196	110	306
Gerald E. Quirk	133	72	205
All Others	1	1	2
Q#1 - Wine & malt Off Premises			
Blanks	6	2	8
YES	215	108	323
NO	9	13	22
Q#2 - Club license			
Blanks	7	2	9
YES	207	108	315
NO	16	13	29
Q#3 - All On Premises			
Blanks	9	4	13
YES	198	104	302
NO	23	15	38
Total Ballots Cast			353

SPECIAL TOWN MEETING

Monday, June 18, 2012

Pursuant to a Warrant duly served, the Meeting was called to order in the Donaldson Auditorium by the Moderator, Ms. Sarah Cannon Holden, at 7:55 p.m. The Return of Service for the Warrant was read, and a quorum being present (202 voters), the following business was transacted.

The Moderator opened the meeting with an expression of gratitude for the patience and the presence of those assembled and recognized Board of Select Chair, Noah Eckhouse, who offered a brief overview of the business of the meeting, that being a single but essential motion on behalf of the regional high school.

ARTICLE 1 Proposed by Finance Committee

The motion, by Sanj Kharbanda on behalf of the Finance Committee, was made and seconded. His cogent explanation was, some might say precipitously, interrupted by a motion from the floor, duly recognized, made, and seconded, to call the question. The Motion to Call the Question carried unanimously, whereupon it was

VOTED: (Unanimously)

That the Town appropriate the sum of \$ 94,510 from the town's Debt Stabilization Fund, established pursuant to the March 26, 2011 Town Meeting, Article 19, in accordance with Massachusetts General Laws, Chapter 40, Section 5B, for the purpose of increasing the Town's FY 13 appropriation to the Lincoln-Sudbury Regional High School from a total of \$3,759,487 voted at the March 24, 2012 Town Meeting to a revised total of \$3,853,997, to enable the Town to meet the revised assessment issued by the Lincoln-Sudbury Regional High School consistent with its decision to implement the so-called "statutory assessment formula."

Thereafter, the Meeting, by a motion duly made and seconded, was dissolved at 8:05 p.m.

STATE PRIMARY- DEMOCRATIC

September 6, 2012

Pursuant to a warrant duly served, the Polls were declared open at 7 a.m. by Town Clerk, Susan F. Brooks, assisted by Chief Deputy Warden, Valerie Fox, and Elections Clerk, Pat Arseneault. The following Deputy Wardens assisted Ms. Brooks throughout the day: Jeff Eaton, Alaric Naiman, Judy Fox and Ruth Rothstein. The polls were declared closed at 8:00 p.m. The total number of votes cast was 1077 out of 4360 registered voters. Results were as follows:

STATE PRIMARY			
September 6, 2012			
Democratic			
OFFICIAL TALLY			
Offices & Candidates	Precinct #1	Precinct #2	TOTAL
SENATOR IN CONGRESS			
Blanks	22	16	38
Elizabeth A. Warren	601	259	860
Write In	4	3	7
REPRESENTATIVE IN CONGRESS			
Blanks	49	26	75
Edward J. Markey	577	251	828
Write In	1	1	2
COUNCILLOR			
Blanks	152	89	241
Marilyn M. Petitto Devaney	182	66	248
Harry S. Margolis	224	79	303
Charles N. Shapiro	69	44	113
Write In	0	0	0
SENATOR IN GENERAL COURT			
Blanks	12	12	24
Michael J. Barrett	234	97	331
Alexander E. Buck	12	6	18
Mara Marie Dolan	118	52	170
Joe Kearns Goodwin	222	97	319
Joseph W. Mullin	29	13	42
Write In	0	1	1
REPRESENTATIVE IN GENERAL COURT			
Blanks	164	80	244
Thomas M. Stanley	460	197	657
Write In	3	1	4
CLERK OF COURTS			
Blanks	179	97	276
Michael A. Sullivan	447	181	628
Write In	1	0	1
REGISTER OF DEEDS			
Blanks	226	122	348
Robert B. Antonelli	63	21	84
Frank J. Ciano	53	17	70
Thomas B. Concannon, Jr.	111	41	152
Maria C. Curatone	61	43	104
Tiziano Doto	22	8	30
Maryann M. Heuston	91	25	116
Write In	0	1	1
SHERIFF			
Blanks	182	91	273
Peter J. Koutoujian	442	185	627
Write In	3	2	5
TOTAL BALLOTS CAST	627	278	905

STATE PRIMARY- REPUBLICAN

September 6, 2012

Pursuant to a warrant duly served, the Polls were declared open at 7 a.m. by Town Clerk, Susan F. Brooks, assisted by Chief Deputy Warden, Valerie Fox, and Elections Clerk, Pat Arseneault. The following Deputy Wardens assisted Ms. Brooks throughout the day: Jeff Eaton, Alaric Naiman, Judy Fox and Ruth Rothstein. The polls were declared closed at 8:00 p.m. The total number of votes cast was 1077 out of 4360 registered voters. Results were as follows:

STATE PRIMARY			
September 6, 2012			
Republican			
OFFICIAL TALLY			
Offices & Candidates	Precinct #1	Precinct #2	TOTAL
SENATOR IN CONGRESS			
Blanks	2	3	5
Scott P. Brown	96	69	165
Write In	2	0	2
REPRESENTATIVE IN CONGRESS			
Blanks	12	8	20
Frank John Addivinola, Jr.	11	8	19
Jeffrey M. Semon	44	33	77
Tom Tierney	33	23	56
Write In	0	0	0
COUNCILLOR			
Blanks	75	60	135
Write In	25	12	37
SENATOR IN GENERAL COURT			
Blanks	8	5	13
Gregory P. Howes	55	39	94
Sandi Martinez	37	28	65
Write In	0	0	0
REPRESENTATIVE IN GENERAL COURT			
Blanks	80	63	143
Write In	20	9	29
CLERK OF COURTS			
Blanks	80	64	144
Write In	20	8	28
REGISTER OF DEEDS			
Blanks	80	64	144
Write In	20	8	28
SHERIFF			
Blanks	81	65	146
Write In	19	7	26
TOTAL BALLOTS CAST	100	72	172

SPECIAL TOWN MEETING

November 3, 2012

Pursuant to a Warrant duly served, the Meeting was called to order in the Donaldson Auditorium by the Moderator, Ms. Sarah Cannon Holden, at 9:50 a.m. Having determined that the Warrant was adequately served, and a quorum being present (801 voters throughout the day), the following business was transacted.

The Moderator, after welcoming all those in attendance, outlined the order of presentation and the process that would be observed during consideration of the single article before the Meeting.

ARTICLE 1 Proposed by the School Committee

The motion, by Gary Taylor on behalf of the School Building Committee, was duly made and seconded. As prescribed by the Moderator, brief presentations were thereafter made by various proponents and opponents, before opening the floor to general discussion. Four hours later, it was

VOTED: (To REJECT, having failed to obtain the required two-thirds, by a standing vote of 370 ayes vs. 321 nays)

That the Town appropriate the amount of forty-nine million three hundred six thousand five hundred and forty dollars (\$49,306,540) for the purpose of paying costs of designing, renovating, rebuilding, equipping, and furnishing the Lincoln School facilities, located on Ballfield Road, Lincoln, MA, including the payment of all costs incidental or related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children for at least 50 years, and for which the Town may be eligible for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of the Lincoln School Committee. To meet this appropriation, the Board of Selectmen is authorized to borrow said amount under M.G.L. Chapter 44, or pursuant to any other enabling authority. The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; provided that any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) forty-four and eight tenths percent (44.8 %) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; provided further that any appropriation hereunder shall be subject to and contingent upon an affirmative vote of the Town to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. 59, Section 21C (Proposition 2½); and provided further that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town and the MSBA.

Thereafter, the Meeting, by a motion duly made and seconded, was dissolved at 1:50 p.m.

Respectfully submitted,

Susan F. Brooks
Town Clerk

PRESIDENTIAL ELECTION

November 6, 2012

Pursuant to a warrant duly served, the polls were declared open at 7 a.m. by Town Clerk, Susan F. Brooks, assisted by Interim Deputy Town Clerk, Valerie Fox, and Elections Clerk, Pat Arseneault. The following Deputy Wardens assisted Ms. Brooks throughout the day: Alaric Naiman, Ruth Rothstein, Jeff Eaton, Judy Fox, Lyn Spaeth, Connie Lewis, and Terri Morgan. The polls were declared closed at 8:00 p.m. The total number of votes cast was 3750 out of 4538 registered voters. Results were as follows:

Tuesday, November 6, 2012
Official - TALLY SHEET

Offices & Candidates	Prec 1	Prec 2	Subtotal	Overseas		nal Total
				Prec 1	Prec 2	
Electors of President/VP						
Blanks	6	2	8	-	-	8
Johnson and Gray	17	9	26	1	2	29
Obama and Biden	1,622	980	2,602	5	6	2,613
Romney and Ryan	580	488	1,068	1	5	1,074
Stein and Honkala	12	10	22	-	-	22
All Others	2	2	4	-	-	4
Senator in Congress						
Blanks	16	10	26	1	2	29
Scott P. Brown	701	562	1,263	3	6	1,272
Elizabeth A. Warren	1,522	918	2,440	3	5	2,448
All Others	-	1	1	-	-	1
Representative in Congress						
Blanks	105	80	185	4	4	193
Edward J. Markey	1,676	1,015	2,691	3	6	2,700
Tom Tierney	457	395	852	-	3	855
All Others	1	1	2	-	-	2
Councillor						
Blanks	469	315	784	5	10	799
Marilyn M. Petitto Devaney	1,343	870	2,213	2	1	2,216
Thomas Sheff	421	303	724	-	2	726
All Others	6	3	9	-	-	9
Senator in General Court						
Blanks	185	119	304	5	9	318
Michael J. Barrett	1,512	940	2,452	2	3	2,457
Sandra B. Martinez	541	431	972	-	1	973
All Others	1	1	2	-	-	2
Rep in General Court						
Blanks	644	456	1,100	5	10	1,115
Thomas M. Stanley	1,577	1,025	2,602	2	3	2,607
All Others	18	10	28	-	-	28
Clerk of Courts						
Blanks	693	473	1,166	5	10	1,181
Michael A. Sullivan	1,533	1,010	2,543	2	3	2,548
All Others	13	8	21	-	-	21
Register of Deeds						
Blanks	709	473	1,182	5	10	1,197
Maria C. Curtatone	1,517	1,006	2,523	2	3	2,528
All Others	13	12	25	-	-	25
Sheriff						
Blanks	515	335	850	5	10	865
Peter J. Koutoujian	1,417	918	2,335	2	3	2,340
Ernesto M. Petrone	304	234	538	-	-	538
All Others	3	4	7	-	-	7
Question 1 - Motor Vehicle Repair						
Blanks	306	190	496	6	11	513
Yes	1,719	1,140	2,859	1	1	2,861
No	214	161	375	-	1	376
Question 2 - End of Life						
Blanks	76	40	116	5	8	129
Yes	1,474	904	2,378	1	3	2,382
No	689	547	1,236	1	2	1,239
Question 3 - Medical Marijuana						
Blanks	91	49	140	5	8	153
Yes	1,515	975	2,490	2	3	2,495
No	633	467	1,100	-	2	1,102
Question 4 - Override						
Blanks	260	140	400	5	9	414
Yes	1,051	714	1,765	-	3	1,768
No	928	637	1,565	2	1	1,568
Question 5 - Corps not people/Limit Political Contribs						
Blanks	284	140	424	5	8	437
Yes	1,600	1,089	2,689	2	3	2,694
No	355	262	617	-	2	619
Question 6 - Direction to Congress and President						
Blanks	372	188	560	5	8	573
Yes	1,321	861	2,182	2	2	2,186
No	546	442	988	-	3	991
TOTAL BALLOTS CAST:	2,239	1,491	3,730	7	13	3,750

PERSONNEL BOARD

Barbara Hogan
Graham Walker
Beth S. Ries, Chairman

In accordance with its mission, the Board oversees the Town's personnel system in order to assure that job classifications and compensation are equitable among non-union employees and in line with comparable communities. The Board is fortunate that Lincoln's personnel system functions well, thanks to Town Administrator Tim Higgins and Assistant Town Administrator Anita Scheipers. Their excellent management skills have meant that there are few difficult tasks for us to undertake. The Board can therefore focus its attention on updating or tweaking the system where and when appropriate. In 2012 the Board reviewed job descriptions for the following departments: Conservation, Information Technology, Parks and Recreation, Library, and Public Works. We also updated the Employee Handbook to improve the language of the Drugs and Alcohol and the Harassment policies, and added a new Affirmative Action policy

Anyone who is interested in attending our meetings is welcome. Typically meetings are held in the morning on an as-needed basis in the Town Offices. All meetings are posted.

FINANCE

FINANCE DIRECTOR/ TOWN ACCOUNTANT

Colleen Wilkins

Town of Lincoln, Massachusetts									
Combined Balance Sheet - All Fund Types and Account Groups									
June 30, 2012									
	Governmental Fund Types		Proprietary		Fiduciary		General		Totals
	General	Special Revenue	Capital Projects	Fund Type	Fund Type	Trust & Agency	Long Term Debt Group	Fixed Asset Account Group	
				Enterprise	Trust Fund				(Memo Only)
<u>Assets</u>									
Cash/Investments	\$10,048,471	\$6,954,075	\$5,236,938	\$1,462,234.91	\$311,314	\$3,466,546.64			\$27,479,580
Petty Cash	900	\$945							\$1,845
Receivables:				111,512					\$111,512
Property Taxes	454,751	5,707							\$460,458
Allowance for Abatements and Exemptions	(302,597)								(302,597)
Excises	102,044								\$102,044
Tax Liens	5,854	0							\$5,854
Tax Possession	31,150								\$31,150
Subdivision Bond-40 Deerhaven	25,000								\$25,000
User Charges, Net of Allowance									\$0
for Uncollectible									\$0
Due from Other Governments		3,383,008							\$3,383,008
Fixed Assets, Net of Depreciation			0	11,754,011				73,952,419	\$85,706,430
Land				750,000					\$750,000
Accum Depr Plant				(3,761,399)					(3,761,399)
Machinery & Equip				(184,165)				(19,312,499)	(\$19,496,664)
Accum Depr Machinery & Equip									\$0
Amount to be Provided for Payment of Bonds							12,655,000		\$12,655,000
<u>Total Assets</u>	<u>\$10,365,572</u>	<u>\$10,343,794</u>	<u>\$5,236,938</u>	<u>\$10,132,195</u>	<u>\$311,314</u>	<u>\$3,466,547</u>	<u>\$12,655,000</u>	<u>\$54,639,920</u>	<u>\$107,151,221</u>

Liabilities and Fund Equity									
Liabilities:									
Warrants Payable	592,649	\$252,099	\$0	\$54,492	\$5,074				904,313
Accrued Payroll	\$631,153	495,297		11,541	1,068				1,139,059
Withholding Payable	128,197								128,197
Unclaimed Items	20,910	73							20,983
Due to Proprietary Funds	393								393
Due to Other Governments	317								317
Bonds Payable				2,489,162				12,655,000	15,144,162
BANS			\$552,753						552,753
Guarantee Deposits	25,000				0				25,000
Other Liabilities (IGNR)					0				-
Deferred Revenue:		0		111,512					111,512
Def Rev Intergovernmental		3,383,008							3,383,008
Property Taxes	104,047	5,707							109,755
Property Tax Accruals									-
Excises	102,044								102,044
Tax Possessions	31,150								31,150
Tax Liens	5,854	0							5,854
Total Liabilities	1,641,714	4,136,183	552,753	2,686,707	6,142	0	0	12,655,000	21,658,499
Fund Equity:									
Invested in Capital Assets, Net				6,069,288				54,639,920	60,709,208
Retained Earnings:									0
Reserved for Encumbrances				28,114					28,114
Unreserved Retained Earnings				1,103,589					1,103,589
Fund Balances:									0
Reserved for Endowments					0				0
Reserved for Encumbrances	860,196	1,267,656			4,200				2,132,052
Reserved for Expenditure	3,035,496	679,055	4,452,900	264,498					8,431,949
Reserved for Snow & Ice									0
Reserved for CPA purposes									435,586
Reserved for Debt Service	244,946	435,586							244,946
Unreserved Fund Balance:									0
Designated		0	40,681		0				40,681
Undesignated	4,583,220	3,825,254	190,604		3,456,205		311,314		12,366,697
Total Fund Equity	8,723,859	6,207,551	4,684,186	7,465,488	3,450,405	0	311,314	0	85,492,722
Total Liabilities and Fund Equity	\$10,365,572	\$0	\$10,343,734	\$10,132,195	\$3,466,547	\$0	\$311,314	\$12,655,000	\$107,151,221
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

COLLECTOR'S REPORT

Mary C. Day, Collector

Description	Balance 6/30/2011	Commitments / New Charges	Abatements / Credits	Payments Received	Refunds	Balance 6/30/2012
REAL ESTATE TAXES						
Tax Title Accounts	3,822.31	45,644.72		48,915.68		551.35
Taxes in Deferral	264,377.66	64,383.29	6,479.09	104,270.94		218,010.92
2007 Real Estate	(0.00)					(0.00)
2009 Real Estate	(0.00)					(0.00)
2010 Real Estate	(0.00)					(0.00)
2011 Real Estate	212,577.28	-	45,624.28	167,018.98		(65.98)
2012 Real Estate		24,258,275.12	127,456.46	23,945,174.39	41,182.27	226,826.54
Real Estate Possession	33,133.00					33,133.00
TOTAL REAL ESTATE	\$ 513,910.25	\$ 24,368,303.13	\$ 179,559.83	\$ 24,265,379.99	\$ 41,182.27	\$ 478,455.83
PERSONAL PROPERTY TAXES						
2000 Personal Property	866.20					866.20
2001 Personal Property	1,047.69					1,047.69
2002 Personal Property	1,103.59					1,103.59
2003 Personal Property	372.58					372.58
2004 Personal Property	2,010.04					2,010.04
2005 Personal Property	1,618.64					1,618.64
2006 Personal Property	(0.00)					(0.00)
2007 Personal Property	398.81					398.81
2008 Personal Property	179.75					179.75
2009 Personal Property	41.84					41.84
2010 Personal Property	714.67					714.67
2011 Personal Property	2.65					2.65
2012 Personal Property		497,536.78		496,166.11		1,370.67
TOTAL PERSONAL PROPERTY	\$ 8,356.46	\$ 497,536.78	\$ -	\$ 496,166.11	\$ -	\$ 9,727.13
MOTOR VEHICLE AND TRAILER EXCISE						
2000 Excise	7,875.12					7,875.12
2001 Excise	8,234.07			33.75		8,200.32
2002 Excise	6,602.93					6,602.93
2003 Excise	5,952.63					5,952.63
2004 Excise	6,159.07					6,159.07
2005 Excise	3,880.23		5.00			3,875.23
2006 Excise	4,319.07					4,319.07
2007 Excise	6,263.25		233.75	361.25		5,668.25
2008 Excise	5,007.36		131.25	436.22	42.43	4,482.32
2009 Excise	6,499.61		270.52	1,648.80	47.23	4,627.52
2010 Excise	10,292.64		1,471.46	3,582.44	896.89	6,135.63
2011 Excise	25,473.07	93,310.39	21,646.98	90,795.70	3,691.01	10,031.79
2012 Excise	-	791,547.31	26,956.13	742,335.51	5,857.97	28,113.64
TOTAL EXCISE	\$ 96,559.05	\$ 884,857.70	\$ 50,715.09	\$ 839,193.67	\$ 10,535.53	\$ 102,043.52
WATER USAGE CHARGES						
Total Water Commitments	278,780.88	1,031,498.89	233,266.75	966,297.30	796.69	111,512.41
Water Liens Added to Tax	227.45	54,415.25	3,303.63	46,036.39		5,302.68
Water Liens Added to Tax Title						-
TOTAL WATER	\$ 279,008.33	\$ 1,085,914.14	\$ 236,570.38	\$ 1,012,333.69	\$ 796.69	\$ 116,815.09
COMMUNITY PRESERVATION ACT						
2010 CPA	(0.00)					(0.00)
2011 CPA	5,244.93		1,149.09	4,095.84		0.00
2012 CPA	-	642,585.76	1,873.12	635,355.17	349.77	5,707.24
Tax Title CPA	56.13	1,106.47		1,162.60		0.00
TOTAL CPA	\$ 5,301.06	\$ 643,692.23	\$ 3,022.21	\$ 640,613.61	\$ 349.77	\$ 5,707.24
GRAND TOTALS:	\$ 903,135.15	\$ 27,480,303.98	\$ 469,867.51	\$ 27,253,687.07	\$ 52,864.26	\$ 712,748.81
MISC. OTHER COLLECTIONS						
				Receipts		
Interest on R.E. Taxes				\$ 52,998.91		
Interest on P.P. Taxes				133.97		
Interest on Tax Title/Deferred Accts				17,271.16		
Interest on Mot. Veh. Excise				3,073.33		
Interest on CPA Surcharge				1,370.83		
Late Charge on Water				3,080.00		
Demand & Warrant Fees				9,110.00		
License Marking Fees				1,632.00		
Municipal Lien Cert. Fees				5,325.00		
TOTAL				\$ 93,995.20		

TREASURER'S REPORT
MARY C. DAY, TOWN TREASURER
CASH BALANCES AS OF JUNE 30, 2012

General Town Funds	Cash on Deposit
<u>Citizen's Bank</u>	
Depository Account	659,329.54
Vendor Account	51.81
Payroll Account	9.08
Hanscom Account	3,634,308.48
Justice Drug Fund	1,347.20
State Drug Fund	3,950.04
Recreation Revolving Account	65,364.20
Student Activity Agency Funds	74,024.11
Escrow Account	96,319.43
Community Preservation Act Fund	1,533,318.10
Self-Insurance Fund	390,626.86
Cultural Council	6,335.91
<u>Century Bank</u>	
Certificate of Deposit	525,155.61
<u>UniBank</u>	
Lockbox Account	782,259.02
Lockbox Account	9,160.97
Remote Capture	4,120,929.18
ACH Transfers	604,086.56
Stabilization	389,506.69
Certificate of Deposit	1,004,670.87
<u>Cambridge Trust Company</u>	
Depository Account	669,450.53
School Lunch Revolving Fund	83,647.39
Road Construction Account	129,310.94
Police Narcotics Fund	1,294.50
<u>Commonwealth Financial</u>	
OPEB Funds	1,618,534.88
Library Funds	424.30
<u>Rollstone Bank</u>	
Repurchase Agreement	8,001,050.55
<u>Mass. Municipal Depository Trust</u> (pooled investment)	
General Town Account	803,347.86
Community Preservation Act Fund	723,172.47
Affordable Housing	260,415.63
<u>Petty Cash</u> (located in various offices)	1,845.00
General Town Funds - Total	\$26,193,247.71

Trust Funds	Market Value
<u>Commonwealth Financial Network</u>	
Various Investments	
Cash/Cash Equivalents	29,531.13
Equities	40,992.44
Fixed Income	387,690.63
Mutual Funds	829,562.79
Trust Funds - Totals	\$1,287,776.99
TOTAL CASH BALANCE (06/30/12)	\$27,481,024.70
(General Town Funds Total + Trust Funds Total)	

**STATEMENT OF OUTSTANDING DEBT
AS OF JUNE 30, 2012**

State House Loan Note (4.90%) - For Remodeling of Codman Pool
Issued May 1, 2003 under Ch. 645 of the Acts of 1948 as amended and
voted at annual town meeting on March 26, 2002; and Ch. 44, Sec. 7 of the Mass.
General Laws.

OUTSTANDING PRINCIPAL \$20,000.00

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
5/1/2013	20,000.00	980.00
TOTAL	20,000.00	980.00

General Obligation Bond (3.249494%) - For Remodeling of Bemis Hall & purchase of a
Fire Truck

Issued August 15, 2004 under Ch. 645 of the Acts of 1948 as amended and
voted at annual town meeting on March 23, 2002 for the remodeling of Bemis Hall
and March 27, 2004 for the purchase of a fire truck; and Ch. 44, Sec. 7 of the Mass.
General Laws

OUTSTANDING PRINCIPAL \$240,000.00

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
8/15/2012	80,000.00	4,480.00
2/15/2013		3,080.00
8/15/2013	80,000.00	3,080.00
2/15/2014		1,600.00
8/15/2014	80,000.00	1,600.00
TOTAL	240,000.00	13,840.00

General Obligation Bond (3.190372%) - For Affordable Housing
 Issued June 15, 2008 under Ch. 44 Section 7 (3 & 3A) and Ch. 44B Section 11 and
 as amended and voted at annual town meeting on April 2, 2005

OUTSTANDING PRINCIPAL **\$250,000.00**

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
12/15/2012		4,212.50
6/15/2013	45,000.00	4,212.50
12/15/2013		3,481.25
6/15/2014	45,000.00	3,481.25
12/15/2014		2,750.00
6/15/2015	40,000.00	2,750.00
12/15/2015		2,100.00
6/15/2016	40,000.00	2,100.00
12/15/2016		1,400.00
6/15/2017	40,000.00	1,400.00
12/15/2017		700.00
6/15/2018	40,000.00	700.00
TOTAL	250,000.00	29,287.50

General Obligation Bond (3.190372%) - For Land Acquisition
 Issued June 15, 2008 under Ch. 44 Section 7(3) and Ch. 44B Section 11 and
 voted at annual town meeting on April 2, 2005

OUTSTANDING PRINCIPAL **\$190,000.00**

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
12/15/2012		3,200.00
6/15/2013	35,000.00	3,200.00
12/15/2013		2,631.25
6/15/2014	35,000.00	2,631.25
12/15/2014		2,062.50
6/15/2015	30,000.00	2,062.50
12/15/2015		1,575.00
6/15/2016	30,000.00	1,575.00
12/15/2016		1,050.00
6/15/2017	30,000.00	1,050.00
12/15/2017		525.00
6/15/2018	30,000.00	525.00
TOTAL	190,000.00	22,087.50

General Obligation Bond (3.190372%) - For Library Roof Replacement
 Issued June 15, 2008 under Ch. 44 Section 7 (3A) and Ch. 44 B Section 11 and
 as amended and voted at annual town meeting on April 2, 2005

OUTSTANDING PRINCIPAL **\$140,000.00**

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
12/15/2012		2,356.25
6/15/2013	25,000.00	2,356.25
12/15/2013		1,950.00
6/15/2014	25,000.00	1,950.00
12/15/2014		1,543.75
6/15/2015	25,000.00	1,543.75
12/15/2015		1,137.50
6/15/2016	25,000.00	1,137.50
12/15/2016		700.00
6/15/2017	20,000.00	700.00
12/15/2017		350.00
6/15/2018	20,000.00	350.00
TOTAL	140,000.00	16,075.00

General Obligation Bond (3.190372%) - For purchase of a Firetruck
 Issued June 15, 2008 under Ch. 44 Section 7(9) and as amended
 and voted at annual town meeting on March 24, 2007

OUTSTANDING PRINCIPAL **\$270,000.00**

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
12/15/2012		4,556.25
6/15/2013	45,000.00	4,556.25
12/15/2013		3,825.00
6/15/2014	45,000.00	3,825.00
12/15/2014		3,093.75
6/15/2015	45,000.00	3,093.75
12/15/2015		2,362.50
6/15/2016	45,000.00	2,362.50
12/15/2016		1,575.00
6/15/2017	45,000.00	1,575.00
12/15/2017		787.50
6/15/2018	45,000.00	787.50
TOTAL	270,000.00	32,400.00

General Obligation Bond (3.190372%) - For purchase of a Firetruck
 Issued June 15, 2008 under Ch. 44 Section 7(9) and as amended
 and voted at annual town meeting on March 24, 2007

OUTSTANDING PRINCIPAL **\$120,000.00**

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
12/15/2012		2,025.00
6/15/2013	20,000.00	2,025.00
12/15/2013		1,700.00
6/15/2014	20,000.00	1,700.00
12/15/2014		1,375.00
6/15/2015	20,000.00	1,375.00
12/15/2015		1,050.00
6/15/2016	20,000.00	1,050.00
12/15/2016		700.00
6/15/2017	20,000.00	700.00
12/15/2017		350.00
6/15/2018	20,000.00	350.00
TOTAL	120,000.00	14,400.00

General Obligation Bond (2.206555%) - For purchase of an Ambulance
 Issued May 1, 2010 under Ch. 44 Section 7(9) and as amended
 and voted at annual town meeting on March 27, 2010 (Article 10) and
 March 29, 2010 (Question 4).

OUTSTANDING PRINCIPAL **\$120,000.00**

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
11/1/2012		1,400.00
5/1/2013	40,000.00	1,400.00
11/1/2013		1,000.00
5/1/2014	40,000.00	1,000.00
11/1/2014		500.00
5/1/2015	40,000.00	500.00
TOTAL	120,000.00	5,800.00

General Obligation Bond (2.206555%) - For road improvements
 Issued May 1, 2010 under Ch. 44 Section 7(5) and as amended
 and voted at annual town meeting on March 29, 2008 and March 31, 2008
 Article 21, Question 1

OUTSTANDING PRINCIPAL \$4,310,000.00

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
11/1/2012		58,700.00
5/1/2013	595,000.00	58,700.00
11/1/2013		52,750.00
5/1/2014	595,000.00	52,750.00
11/1/2014		45,312.50
5/1/2015	595,000.00	45,312.50
11/1/2015		37,875.00
5/1/2016	595,000.00	37,875.00
11/1/2016		28,950.00
5/1/2017	595,000.00	28,950.00
11/1/2017		20,025.00
5/1/2018	595,000.00	20,025.00
11/1/2018		11,100.00
5/1/2019	590,000.00	11,100.00
11/1/2019		2,250.00
5/1/2020	150,000.00	2,250.00
TOTAL	4,310,000.00	513,925.00

General Obligation Bond (2.0497%)- For Land Acquisition
Dated May 10, 2011 under GL Ch 44 Section 7(3) and a vote
of the Town passed on March 27, 2010 (Article 11) and March 29, 2010 (Question 1)

OUTSTANDING PRINCIPAL **\$710,000.00**

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
11/1/2012		10,837.50
5/1/2013	80,000.00	10,837.50
11/1/2013		9,637.50
5/1/2014	80,000.00	9,637.50
11/1/2014		8,437.50
5/1/2015	80,000.00	8,437.50
11/1/2015		7,237.50
5/1/2016	80,000.00	7,237.50
11/1/2016		6,037.50
5/1/2017	80,000.00	6,037.50
11/1/2017		4,837.50
5/1/2018	80,000.00	4,837.50
11/1/2018		3,637.50
5/1/2019	80,000.00	3,637.50
11/1/2019		2,437.50
5/1/2020	75,000.00	2,437.50
11/1/2020		1,218.75
5/1/2021	75,000.00	1,218.75
TOTAL	710,000.00	108,637.50

General Obligation Bond (1.710%)- For Computer Hardware and Software
Dated May 10, 2011 under GL Ch 44 Section 7(28) and 7(29) and a vote
of the Town passed on March 27, 2010 (Article 11) and March 29, 2010 (Question 1)

OUTSTANDING PRINCIPAL **\$605,000.00**

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
11/1/2012		9,137.50
5/1/2013	120,000.00	9,137.50
11/1/2013		7,337.50
5/1/2014	120,000.00	7,337.50
11/1/2014		5,537.50
5/1/2015	115,000.00	5,537.50
11/1/2015		3,812.50
5/1/2016	50,000.00	3,812.50
11/1/2016		3,062.50
5/1/2017	50,000.00	3,062.50
11/1/2017		2,312.50
5/1/2018	50,000.00	2,312.50
11/1/2018		1,562.50
5/1/2019	50,000.00	1,562.50
11/1/2019		812.50
5/1/2020	50,000.00	812.50
TOTAL	605,000.00	67,150.00

General Obligation Bond (3.886%)- For Town Hall Remodeling
Dated May 10, 2011 under GL Ch 44 Section 7(3A) and a vote
of the Town passed on March 26, 2011 (Article 9) and March 28, 2011 (Question 1)

OUTSTANDING PRINCIPAL \$5,680,000.00

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
11/1/2012		105,012.50
5/1/2013	120,000.00	105,012.50
11/1/2013		103,212.50
5/1/2014	120,000.00	103,212.50
11/1/2014		101,412.50
5/1/2015	125,000.00	101,412.50
11/1/2015		99,537.50
5/1/2016	130,000.00	99,537.50
11/1/2016		97,587.50
5/1/2017	210,000.00	97,587.50
11/1/2017		94,437.50
5/1/2018	210,000.00	94,437.50
11/1/2018		91,287.50
5/1/2019	210,000.00	91,287.50
11/1/2019		88,137.50
5/1/2020	210,000.00	88,137.50
11/1/2020		84,725.00
5/1/2021	210,000.00	84,725.00
11/1/2021		81,312.50
5/1/2022	210,000.00	81,312.50
11/1/2022		78,162.50
5/1/2023	210,000.00	78,162.50
11/1/2023		75,012.50
5/1/2024	210,000.00	75,012.50
11/1/2024		71,600.00
5/1/2025	210,000.00	71,600.00
11/1/2025		67,925.00
5/1/2026	210,000.00	67,925.00
11/1/2026		64,250.00
5/1/2027	210,000.00	64,250.00
11/1/2027		60,312.50
5/1/2028	210,000.00	60,312.50
11/1/2028		56,375.00
5/1/2029	205,000.00	56,375.00
11/1/2029		52,275.00
5/1/2030	205,000.00	52,275.00
11/1/2030		48,175.00
5/1/2031	205,000.00	48,175.00
11/1/2031		44,075.00
5/1/2032	205,000.00	44,075.00
11/1/2032		39,975.00
5/1/2033	205,000.00	39,975.00
11/1/2033		35,618.75
5/1/2034	205,000.00	35,618.75
11/1/2034		31,262.50
5/1/2035	205,000.00	31,262.50
11/1/2035		26,906.25
5/1/2036	205,000.00	26,906.25
11/1/2036		22,421.88

General Obligation Bond (3.886%)- For Town Hall Remodeling
Dated May 10, 2011 under GL Ch 44 Section 7(3A) and a vote
of the Town passed on March 26, 2011 (Article 9) and March 28, 2011 (Question 1)

REMAINING REPAYMENT SCHEDULE (continued)		
DUE DATE	PRINCIPAL DUE	INTEREST DUE
5/1/2037	205,000.00	22,421.88
11/1/2037		17,937.50
5/1/2038	205,000.00	17,937.50
11/1/2038		13,453.13
5/1/2039	205,000.00	13,453.13
11/1/2039		8,968.75
5/1/2040	205,000.00	8,968.75
11/1/2040		4,484.38
5/1/2041	205,000.00	4,484.38
TOTAL	5,680,000.00	3,531,706.28

Bond Anticipation Note (0.7940%) - For K-8 Feasibility Study
Dated May 11, 2012, Payable May 10, 2013. This BAN is in anticipation of the sale
of \$552,753 K-8 Feasibility Study Bonds authorized under GL Ch. 44, Section 7(21)
and a vote of the Town passed on March 27, 2010 (Article 13) and March 29, 2010
(Question 3).

OUTSTANDING PRINCIPAL		\$552,753.00
REMAINING REPAYMENT SCHEDULE		
DUE DATE	PRINCIPAL DUE	INTEREST DUE
5/10/2013	552,753.00	4,960.96
TOTAL	552,753.00	4,960.96

TRUST FUND COMMISSIONER'S REPORT – 2012

	6/30/2011 BALANCE	REVENUE	EXPENSES	6/30/2012 BALANCE	PRINCIPAL*
Library Funds					
Katherine S. Bolt Fund	\$ 2.61	\$ -		\$ 2.61	\$ -
John W. & Eleanor Tarbell Carman Fund	53,232.49	(262.28)		52,970.21	30,652.50
Codman Fund	1,374.18	(6.78)		1,367.40	1,000.00
Virginia S. Dillman Fund	7,424.57	(36.59)		7,387.98	5,000.00
Mary Jane & Murray P. Farnsworth Fund	1,239.90	(6.13)		1,233.77	1,000.00
Alice D. Hart & Olive B. Floyd Fund	1,341.71	(6.63)		1,335.08	1,000.00
Gleason Fund	37,065.67	(411.83)	3,543.43	33,110.41	30,000.00
Herschbach Fund	8,055.31	(39.70)		8,015.61	5,025.00
Lucretia J. Hoover Fund	3,211.12	(15.80)		3,195.32	2,206.26
Lincoln Library Fund	1,287.15	(6.31)		1,280.84	1,000.00
Dorothy Moore Fund	8,922.82	(43.95)		8,878.87	5,000.00
John H. Pierce Fund	1,048.61	(5.16)		1,043.45	869.21
George Russell Fund	1,500.12	(7.39)		1,492.73	1,000.00
Edith Winter Sperber Fund	0.01	-	-	0.01	-
Abbie J. Steams Fund	3,396.30	(15.88)	24.48	3,355.94	1,225.05
Joseph & Henri-Ann Sussman Fund	12,491.65	(61.54)		12,430.11	9,400.00
George G. Tarbell Fund	7,079.68	(34.90)		7,044.78	4,000.00
George C. & Eleanor F. Tarbell Fund	14,458.42	(71.22)		14,387.20	11,875.62
West Abrashkin Fund	1,362.20	(6.70)		1,355.50	1,000.00
C. Edgar & Elizabeth S. Wheeler Fund	1,751.62	(8.63)		1,742.99	1,000.00
Library Funds - TOTAL	\$ 166,246.14	\$ (1,047.42)	\$ 3,567.91	\$ 161,630.81	\$ 112,253.64
Miscellaneous Funds					
Bemis Lecture Fund	\$ 26,945.87	\$ 5,155.62	\$ 797.94	\$ 31,303.55	\$ 29,202.06
Betty Bjork Prof Dev Fund	21,337.02	846.23		22,183.25	19,605.00
Alfred Callahan Fund	3,749.61	(18.49)		3,731.12	3,015.93
Codman Scholarship Fund	164,798.36	(1,501.57)	10,500.00	152,796.79	143,356.26
DeCordova School Equipment Fund	36,123.01	(177.98)		35,945.03	32,541.67
Donald Gordon Recreation Fund	12,504.81	(61.62)		12,443.19	5,256.07
Joseph Brooks Grammar School Fund	1,765.82	(8.70)		1,757.12	1,217.27
Lawrence H. Green Fund	4,439.15	(21.89)		4,417.26	1,307.65
Norman Hapgood Fund	336.65	(1.64)		335.01	286.17
Christine Patterson Fund	13,342.64	(65.74)		13,276.90	11,425.05
John H. Pierce Legacy Fund	197,646.71	(1,292.55)	10,590.80	185,763.36	115,000.00
Jane Hamilton Poor Scholarship Fund	7,722.67	(38.03)		7,684.64	1,235.00
Lincoln Scholarship Fund	282,488.15	5,994.65	16,355.18	272,127.62	193,803.50
Abbie J. Steams Fund for the Silent Poor	2,744.85	10.12		2,754.97	1,500.00
John Todd Fund	42,292.26	(208.39)		42,083.87	30,000.00
Tricentennial Fund	7,931.56	(39.04)		7,892.52	6,912.15
Miscellaneous Funds - TOTAL	\$ 826,169.14	\$ 8,570.98	\$ 38,243.92	\$ 796,496.20	\$ 595,663.78
Special Funds					
Cemetery Perpetual Care Fund	\$ 231,703.96	\$ 10,719.94	\$ 5,000.00	\$ 237,423.90	\$ 166,585.45
Conservation Fund	90,070.98	2,155.71		92,226.69	466.00
Special Funds - TOTAL	321,774.94	12,875.65	5,000.00	329,650.59	167,051.45
All Funds - TOTAL	\$ 1,314,190.22	\$ 20,399.21	\$ 46,811.83	\$ 1,287,777.60	\$ 874,968.87

*NOTE: Principal represents the portion of the Fund Balance which cannot be spent.

COMMISSIONERS OF TRUST FUNDS

Mary Day Treasurer
Paul Fitzgerald
Douglas Harding
Donald Collins Chair

2012 turned out to be a pretty good year for the financial markets. Despite the crisis in Europe, fears of slowing global growth, and the never-ending fiscal cliff negotiations, almost all investment markets produced positive returns. In the US, the Standard & Poor's 500 (S&P 500) returned 16.00%, the Russell 2000 (R2000) returned 16.35%, and the Salomon Broad Investment Grade Bond Index had a total return of 4.23%.

These good returns were achieved despite a slowing of global growth. The global economy grew briskly in the immediate aftermath of the Great Recession, expanding at a 5% pace in 2010. However, growth has slowed since then: only 3.8% in 2011, and 3.1% in 2012. A significant drag on global growth has been Europe, where the austerity measures designed to fix budget deficits have the continent teetering on the edge of recession.

It now appears that the factors that depressed global growth in 2012 may be abating. Austerity measures in the EU appear to have had the intended effect of reining in government spending. Interest rates in Greece, Italy, and Spain have been declining—an indicator that stronger economic growth lies ahead. And China has a new government that appears focused upon stimulating domestic demand.

If global growth accelerates then equity markets could appreciate further. Based upon historical measures stock prices do not appear to be expensive. If corporate earnings continue to grow then the equity markets could have another good year in 2013. If this proves to be the case then the Town's diversified portfolio of stock investments should benefit.

One potential concern is that interest rates which have been declining for quite some time may be nearing a bottom. Coupon returns on high quality bonds are at record lows and given the backdrop of a gradually improving economy it is hard to see reasons for them to decline much further. While the returns on short term bonds are quite low a rise in rates would generate losses for long term fixed rate bonds. For this reason the Town's bond portfolio is invested in high quality issues of reasonably short duration which should not be adversely impacted by an increase in rates.

BOARD OF ASSESSORS

Ellen Meadors, Chair
Edward Morgan
John G. Robinson

Staff – Our Administrator, Patrice Brennan is the helpful person most people see in the Assessors' office. To provide additional assessing services we have a contract with Regional Resources Group, Inc. George Bourgault, an employee of RRG, is in the office two days a week and Harald Scheid, President of RRG, is in the office two mornings a week.

Housing Values – Sales in calendar year 2011 (the basis for the FY 2013 values) showed that prices fell about 4 percent on average from the previous year.

Split Tax Rate – As in the past several years, the Selectmen approved a split tax rate that increases the proportion of taxes paid by the owners of commercial properties. For fiscal year 2013, the tax rate was set at \$14.23 per \$1,000 for residential property and at \$18.72 per \$1,000 for non-residential property.

Property Tax Deferrals and Exemptions – Lincoln's property tax deferral program allows seniors 60 years or older with income below \$60,000 to defer all or part of their annual property taxes. Deferred property taxes and interest at 4% are repaid to the Town when the owner dies or sells the home. Nine property owners took advantage of the property tax deferral in fiscal year 2012. Please call the office at any time of the year to receive an application or consult with office staff about the various exemption and deferral programs.

Re-inspections – Each year the Assessors conduct re-inspections of about one-fifth of Lincoln properties. The re-inspection consists of measurement of the outside of the house and a quick walk-through of the inside to verify that the data on the Property Record Card is correct. This process helps keep valuations accurate and up to date. You will receive notification in the mail if your property is planned for re-inspection. In 2012 all the condominiums were re-inspected.

Assessments – A list of fiscal year 2013 assessed values is available on the Town website at <http://www.lincolntown.org/depts/boa.htm> or by calling our office at 781-259-2611.

In addition, Property Record Cards are available online on the Town GIS website at www.caigisonline.com/LincolnMA. Please review your Property Record Card and let us know if you find any inaccuracies.

Board of Assessors **Recap of Fiscal Year 2013**

Valuation

Taxable Real Estate	\$1,686,999,951
Personal Property	31,500,300
Exempt Property	387,686,792
TOTAL	\$2,106,187,043

Appropriations and Assessments

Town Appropriations	\$33,962,659.07	
State and County Charges	141,907.00	
Overlay	105,602.66	
Other Amounts to be Raised	414,393.00	
TOTAL		\$34,624,561.73

Estimated Receipts

Property Tax Revenues	\$24,744,869.66	
Cherry Sheet Receipts	\$1,654,490.00	
Local Estimated Receipts	2,186,046.00	
Enterprise Funds - Water Dept.	1,256,150.00	
Community Preservation Funds	1,500,758.00	
Free Cash	3,041,819.00	
Other Available Funds	240,429.07	
TOTAL		\$34,624,561.73

Property Tax Valuations and Revenues

	Valuation	Tax Rate/\$1,000	Levy
Residential	1,653,776,179	14.23	23,533,235.03
Commercial	30,680,664	18.72	574,342.03
Industrial	2,543,108	18.72	47,606.98
Personal Property	31,500,300	18.72	589,685.62
TOTAL	1,718,500,251		24,744,869.66

Number of Parcels

Real Estate	2,184
Personal Property	38
Exempt Property	498

CAPITAL PLANNING COMMITTEE

Andy Beard, Chair and At-large Citizen Representative
Jacqueline Apsler, Library Trustee Representative
Gustav Beerel, At-large Citizen Representative
Peter Braun, Selectmen Representative
Jim Henderson, Conservation Commission Representative
Carol Lovell, At-large Citizen Representative
Peter Montero, At-large Citizen Representative
Al Schmertzler, School Committee Representative
Anita Scheipers, Assistant Town Administrator – Member Ex-officio

Due to the Capital Planning Bylaw passed at the 2012 Annual Town Meeting, the Capital Planning Committee underwent some transformation during this past year. The size of the committee grew to nine members, and the number of “At-large Citizen Representative” slots has increased from two to five; although one slot still remains unfilled. The role of the committee has expanded to some degree as well. The committee previously weighed in only on smaller cash capital and maintenance funding. Since the establishment of the Capital Planning Bylaw, the Capital Planning Committee (CapCom) is charged with evaluating all capital requests as well as maintenance funding requests. The CapCom is tasked with evaluating each proposal for need, viability and impact funding might have on the Town’s debt capacity and operating budgets.

In 2012, the CapCom reviewed the FY13 requests which totaled \$1,248,466, and made decision regarding funding recommendations as shown in the following table. In addition to FY13 capital planning, the committee spent several months in the summer and fall of 2012 evaluating the proposed MSBA approved K-8 school construction project. Working in conjunction with the Finance Committee, the CapCom hired a consultant team from the firm of DMR/Maguire Group, Inc. of Boston MA to complete an independent analysis of the building deficiencies that exist in the school campus, and to identify in general terms the possible repair alternatives, and related costs, that might be feasible for the Town to consider should the voters not approve the MSBA project at the November 2012 special town meeting. The public was invited to provide valuable feedback throughout this process and the results of this intense study were well publicized. The project was not approved at the special town meeting.

To aide in future capital planning, the Capital Committee has undertaken the development of a 25 year forecast for all capital needs of the various town offices and departments. The plan is intended to be used as a tool to assist the Town in determining financial capacity and timing of projects or expenditures in order to smooth the Town’s cash capital, maintenance expenditures and debt load and to minimize impacts on the Town’s operating budget and taxes.

The CapCom is currently in the process of reviewing the FY14 capital and maintenance funding requests, and will have that information available to inform the town meeting process in March of 2013.

FY13 Capital		1/25/2012		
DEPARTMENT	Requested	Disapproved Items	Cash Capital Items	Maintenance Items
			\$450,000 available	\$225,000 available
			\$675,000 in total	
PUBLIC WORKS				
utility trk w plow	\$53,000.00		\$53,000.00	
New Hwy Duty Dump Trk w plow/snow/ice pkg	\$175,000.00		See comments	
			\$30,000.00	
			\$60,000.00	
DPW site improvements	\$50,000.00	\$50,000.00		
Street Sweeper	\$190,000.00	\$190,000.00		
4WD Backhoe	\$112,000.00	\$112,000.00		
Fueling station decommissioning / new AST	\$71,000.00		\$71,000.00	
DPW Sub-total	\$580,000.00			
FIRE DEPARTMENT/Emergency Mgt				
Engine 1 rust repair (maint)	\$55,000.00			\$55,000.00
Message sign board, etc.	\$33,026.00	\$33,026.00		
Fire Dept. Sub-total	\$88,026.00			
POLICE DEPARTMENT				
Cruiser Replacement (3 cruisers)	\$110,000.00		\$114,000.00	
Police Sub-total	\$110,000.00			
COMMUNICATIONS				
Radio Tower Site: veg. mgt and new plantings, etc	\$15,000.00		\$10,000.00	
Comm. Sub-total	\$15,000.00			
INFORMATION TECH.				
computers	\$45,000.00		\$45,000.00	
servers	\$22,500.00		\$22,500.00	
IT Sub-total	\$67,500.00			
LIBRARY				\$27,200.00
Library Lane sidewalk project design	\$10,000.00		\$10,000.00	
Fire suppresion system - next phase	\$330,575.00	\$330,575.00		
Library Sub-total	\$340,575.00			
SCHOOLS				\$50,000.00
	\$0.00			
Schools Sub-total	\$0.00			
TOWN OFFICES				\$63,475.00
Town Offices Sub-total	\$0.00			
Conservation				
pickup truck	\$22,365.00		\$22,365.00	
Conservation Sub-total	\$22,365.00			
COA				
Bern's parking lot repairs (CPC application pending also)	\$25,000.00			
COA Sub-total	\$25,000.00		\$25,000.00	
ANNUAL TOTALS	\$1,248,466.00		\$462,865.00	\$195,675.00
			\$658,540.00	

COMMUNITY PRESERVATION COMMITTEE - 2012

Craig Donaldson
Chris Fasciano
Renel Fredriksen/Connie Lewis
Lucretia Giese
Peyton Marshall
Bill Stason, Chair
John Valpey
Peter von Mertens
Bryce Wolf/ Neal Maxymillian

The Community Preservation Committee's (CPC's) mandate is to study the needs of the Town in four areas of community interest: open space, preservation of historic structures, community housing (defined as low and moderate income housing), and recreation. It solicits inputs from citizens and other town boards and committees and makes funding recommendations to the Town in these areas. The goals of the Community Preservation Act (CPA) coincide closely with Lincoln's Vision Statement on open space, historical legacy, economic diversity, and citizens' convenience. To address these goals, the CPC meets with town boards and other organizations to develop a thorough understanding of the town's present and future needs, priorities, and objectives in the areas of CPA concern. It solicits proposals and evaluates them in light of these priorities.

At Town Meeting in March, 2012, the CPC proposed and the Town approved the following CPA fund appropriations:

Town Offices renovation - payment of debt service	\$ 330,025
Renovation of windows in Bemis Hall and the Pierce House to increase their energy efficiency	\$264,000
Preservation of affordable housing buy-downs	\$90,000
Update of Housing Plan	\$ 20,000
Inventory of historically significant properties	\$15,000
Restoration of historic documents in the Library's Archives	\$20,225
CPC administrative expenses	\$3,000
FY12 debt service for previously approved projects	\$124,538
Reserves for housing, open space, historical preservation	\$234,294
TOTAL	\$1,101,082

The table below summarizes total appropriations and expenditures by the Town for projects funded using CPA funds from 2003 through 2012.

Town of Lincoln CPA Appropriations & Project Status				
	Appropriation	Paid to Date	Balance	Status of Project
Battle Rd Farm Unit	150,000	150,000	-	Complete
Bemis Hall roof replacement	150,000	131,743	18,257	In progress
Codman Barn A restoration	112,000	90,153	21,847	Complete
Construction of archival vault at the Library	489,097	489,097	-	Complete
Consultant to update Consolidated Housing Plan	32,000	-	32,000	In progress
Control invasive species on conservation land	51,300	51,280	20	Complete
Conservation stonewall restoration	20,000			
Funding of Affordable Housing Trust	3,939,500	3,939,500	-	Complete
Funding of Conservation Fund	225,585	225,585	-	Complete
Historic records archive and preservation	48,710	32,913	15,798	In progress
Historic Town buildings needs assessment	160,000	160,000	-	Complete
Inventory of Historic properties	53,250	23,674	29,576	In progress
Model historic preservation restriction easement	5,000	5,000	-	Complete
Pierce House Repairs	316,800	290,296	26,504	In progress
Bemis Hall & Pierce House energy efficient windows	264,000		264,000	In progress
Purchase of conservation land	1,100,000	1,100,000	-	Complete
Harrington Row property	350,000			
Booth property	250,000			
MacDowell property	400,000			
DeNormandie proerty (Rt 2 parcel)	100,000			
Repairs & Improvements to Lincoln Library	837,382	622,679	214,703	Complete
Repairs to historic cemetery monument	42,300	37,600	4,700	In progress
Sunnyside Lane	792,500	792,500	-	Complete
Tot-lot at Codman Pool	50,000	45,191	4,809	Complete
Update of Library's fire suppression system	123,408	123,408	-	Complete
Town Office Renovation	1,000,000		1,000,000	In progress
Bemis Hall Entrance	40,000	39,672	328	Complete
Admin Expenses	21,000	17,500	3,500	In progress
Fund debt service on borrowing for CPC project	720,453	605,684	114,769	In progress
Fund debt service on borrowing for Town Offices	330,025	105,013	225,012	In progress
GRAND TOTAL	11,074,310	9,078,488	1,975,822	

CPA funding has helped Lincoln considerably to create affordable housing, purchase conservation land, and preserve key historic properties. Funds have been obtained through a 3% surcharge on our property taxes, which was supplemented by a 100% state match until 2008 and reduced levels of matching since, including a 34% match in FY2013. Even at current level of matching, savings to the Town are substantial.

The committee is currently reviewing proposals for the 2013 Town Meeting. In evaluating these proposals, it is considering:

- consistency with Lincoln's vision
- support by relevant town committees or organizations
- the extent to which the project helps to preserve threatened resources or town-owned assets;

- the extent to which the project serves multiple needs and populations, including the underserved;
- whether the project can realistically be accomplished within the proposed time frame and budget;
- the impact of delays in initiating the project; and
- the breadth of support for the project as indicated by fundraising through grants or private donations.

We welcome community inputs during all stages of our process – requesting, examining, and decision- making.

OGDEN CODMAN TRUST - 2012

Trustees: William B. Tyler
Walter G. Van Dorn, Esq.
Daniel W. Fawcett
Grants Coordinator: Susan T. Monahan

The Ogden Codman Trust was created under the will of Dorothy S. F. M. Codman. Grants are geographically restricted to organizations and activities located within the Town of Lincoln and which primarily serve residents of the Town.

In 2012 the Codman Trust made the following grants:

- **Town of Lincoln - \$3,000**
For Lincoln Emergency Assistance Fund
- **Lovelane Special Needs Horseback Riding - \$4,300**
To support tuition subsidies for Lincoln families
- **Codman Community Farm - \$20,000**
For general operating support
- **Historic New England - \$25,000**
To support improvements to the Gardener's Cottage and Italian Garden at the Codman Estate
- **Town of Lincoln/Dorothy S.F.M. Codman Scholarship Fund - \$30,000**
To support scholarships in year eleven of the Codman Scholarship Program
- **Town of Lincoln/Dorothy S.F.M. Codman Scholarship Fund - \$35,000**
To augment the Codman Scholarship Endowment
- **Friends of the Lincoln Library - \$15,000**
For new Library website
- **Friends of the Lincoln Council on Aging - \$4,800**
For Lincoln Wellness Clinics
- **Lincoln Historical Society - \$8,000**
For publication of book entitled "Embattled Farmers: Campaigns and Profiles of Revolutionary Soldiers from Lincoln, MA, 1775-1793" by Richard C. Wiggin
- **Lincoln Historical Society - \$4,000**
Repairs and additions to Lincoln War Memorial Book
- **Lincoln Land Conservation Trust - \$5,000**
For publication of book entitled "The Nature of Lincoln"
- **Lincoln Nursery School - \$10,000**
For new play space as part of relocation to DeCordova
- **Lincoln Sudbury Regional School District - \$8,320**
For professional development for language-based learning disabilities

Total grants distributed - \$172,420

Additional information about the Codman Trust, including its grant guidelines, can be found at www.codmantrust.org, or by contacting our grants coordinator, Susan Monahan at 617-951-1108.

INFORMATION TECHNOLOGY

Chuck Miller – Director

As this report is being written in January 2013, I would like to review the progress that has been made in FY2013 to date in the area of information technology.

Financial Systems

Over the past year we continued to address issues that were raised in the 2009 Five-Year Plan. Over the past year we were able to move our General Ledger, Budgeting and Payroll systems off local servers and migrate the applications to “The Cloud”, that being internet based applications.

In addition we migrated our financial database from Informix to SQL, and all Munis applications were upgraded from version 7.2 to 9.3, providing improved support and user functionality.

Business Continuity

Another component of the Five-Year Plan was finding a way to address Business Continuity and Disaster Recovery for the Town’s data resources. We accomplished this through the use of a redundant data backup and recovery system. The system provides “Continuous Data Protection”, meaning that data is being saved, backed up and replicated at two locations in real-time.

In addition to the data being backed up, images of each server are backed up as well, allowing servers to be restored as soon as hardware is made available in the event of a catastrophic event.

Town Web Site

A Web Design Committee was formed this past Fall to determine what Content Management System to adopt and which design elements to incorporate into the site design. The artistic elements of the design are complete and the navigational elements are complete. A key feature will be that content management will be decentralized; that is every town agency, that has presence on the site, will be able to create, edit and post material from any web browser.

We are in the process of gathering content from departments, boards and committees for the initial rollout of the new site in May.

Town Office Renovation

Spring 2013 will be busy in preparation for relocating the data center from the temporary quarters in the IT Trailer, into the newly renovated Town Office Building, and coordinating the network wiring for internet, data and phones as staff moves back from the school campus.

PUBLIC SAFETY

POLICE DEPARTMENT

Chief: Kevin A. Mooney
Lieutenant: A. Kevin Kennedy

Sergeants: Sean Kennedy
Richard McCarty
Paul Westlund
Ian Spencer

Detective: Jon Wentworth

Officers: Andrew Davis
Robert Gallo
Laura Stewart
Anthony Moran
David Regan
Robert Surette

Dispatchers: Ryan Farrell
Michael Keough
James MacDonald
Katelyn Pohlman

Admin. Assistant: Catherine Dubeshter

In 2012, there were two (2) personnel changes within the department. In March, Officer William Carlo left the department to take a position as a full time police officer with the Chelmsford Police Department. As a result, Officer Andrew Davis was hired to replace Officer Carlo. In December, Dispatcher Daniel Kingan left the department to take a position as a full time police officer with the Boston Housing Police Department. At this time, we are in the process of hiring Dispatcher Kingan's replacement.

TRAFFIC MONITORING PROGRAM: This year, the department completed its second year of the Traffic Monitoring Program which consists of deploying traffic counters at sixty-one (61) different locations throughout the town. These counters collect data from each designated location over a period of seven (7) consecutive days. This has allowed the department to evaluate the data collected from each location in order to assist with traffic enforcement and traffic patterns.

DARE PROGRAM: This year, the department continued to provide instruction of the D.A.R.E. (Drug Abuse Resistance Education) Program at both the Lincoln and Hanscom Middle Schools. The program is ten (10) weeks and is taught to the fifth (5th) grade students. The curriculum focuses on the harmful effects of substances abuse, peer pressure, conflict resolution, and decision making. DARE affords the department to make a positive relationship with the youth of the community.

AWARDS: In March, Sergeant Sean Kennedy, Detective Jon Wentworth, and Officer Anthony Moran received a Life Saving Award for their actions in preventing the death of a suicidal male. In November, Officer Robert Gallo (Safety Officer) received an award on behalf of the department from AAA in recognition that there has not been a pedestrian fatality in the Town for over

thirty-five (35) years. Additionally, the department also received a Bronze Award from AAA for our traffic safety and education program. I

TRAINING: All members of the Department received forty (40) hours of In-Service Training. Additionally, selected officers received specialized training in the areas of: juvenile law, criminal law, crime scene investigations, search warrants, school safety, firearms, and management. All supervisors received specialized training in leadership.

GRANTS

Governor’s Highway Safety: The department received funds for such initiatives as “Click it or Ticket” “Aggressive Driving” and “Drink Drive You Loose.” By under taking this initiative, the department was able to increase its overall traffic enforcement.

Statewide Emergency Telecommunication Board: The E-911 Communications Department received funding which allowed all members of the department (Communication & Police) to receive specialized training in such areas as: Domestic Violence Call Taking, Dispatch Legal Issues, and Emergency/Non-Emergency Call taking.

Statewide Emergency Telecommunications Board: The department received a grant from the State E-911 to train personnel in becoming certified Emergency Medical Dispatchers as well as to purchase the necessary Emergency Medical Dispatch program. In July, the department implemented the Emergency Medical Dispatch program. In August, Dispatcher Keough provided lifesaving medical instructions to a resident who was rendering care to a drug overdose patient.

PROTECTION OF PERSONS & PROPERTY

The following is a summary of some of the activity by the Lincoln Police Department for the 2012 calendar year.

Calls for Service	9,042
Crimes against Person	118
Crimes against Property	153
Arrests	86
Criminal Complaints	124
Traffic Stops	3,052
Traffic Citations	2,906
Operating Under the Influence	36
Accident Investigations	96

Kevin A. Mooney, Chief

LINCOLN FIRE DEPARTMENT

The Lincoln Fire Department strives to achieve absolute confidence from the community by providing residents and neighboring communities with professional emergency medical services, fire suppression and fire prevention programs.

The year began with the retiring of Chief "Artie" Cotoni who after 46 years of service, the last 7 as Chief, retired on Jan 1st. The new Chief, Stephen Carter comes to us as a 6 year Fire Chief from the town of Littleton. Chief Carter has been involved in providing emergency services since 1978 where he began his career as an EMT in Lowell.

A fire grant awarded for the S.A.F.E. "Student Awareness of Fire Education" Program was once again awarded and provided valuable classroom experience for our elementary age school children throughout the year. Other grants received were primarily involving emergency management and improving the administrative capabilities. The operational components were augmented by grants from the Homeland Security Council (NERAC).

The Lincoln Fire Department has once again ranked in the top 10 Emergency Medical Services on a National customer service performance survey. An independent Medical Emergency Service survey team conducts an assessment on patient treatment through a voluntary questioner. Over forty different communities nationwide have been selected and participate.

Lincoln Fire Department is pleased to announce the hiring of Mike Gassiraro to a fulltime firefighters position. Firefighter/EMT Bill MacDonald has moved on to the Waltham Fire department to follow in his father's footsteps.

With continued efforts from firefighters and the Council on Aging there has been coordinated effort to develop ways to provide a safer home environment for our senior residents. Together the two groups have created and implemented an emergency plan of action to safeguard our seniors in the event of a in home event or health issue.

On behalf of the Lincoln Fire Department, I would like to thank all the Lincoln residents, organizations, and societies for your much appreciated support and valued donations. I would like to thank all of the town departments, boards, and committees for the encouragement and cooperation as a newcomer over the past year. The foundation for the department has continued to strengthen because of the teamwork between the town departments and the citizens supporting our efforts to safeguard the community.

At this time I would like to acknowledge the positive enthusiasm and professionalism performed by the fire officers and firefighters during both routine

and extreme missions they are assigned. This type of dedication to the department and the townspeople is immeasurable.

The biggest change for the Fire Department was the Retirement of Chief Cotoni after 46 years of service. The challenges ahead will be to continue to find ways to adapt and improve our methods to provide the highest level of service possible to the people of Lincoln.

Respectively Submitted,

Stephen E. Carter
Fire Chief

FIRE CHIEF

Stephen E. Carter

LIEUTENANT

Frank Gray
Scott Christensen
Mark Mola
Ben Juhola

FIREFIGHTERS

Joseph Cavanaugh
Richard Russes
Mike O'Donnell
William Whalen
Timothy Neufell
Brian Young
David Appleton
Mike Ott
Mike Gassiraro

CALL FIREFIGHTERS

David Whalen
Caleb Hagarty
Charles Hopkins
John Mitchell
Jonathon Ayotte
Mike Parr
Kevin Kiremeliwicz

Total Calls for Service Fire and EMS: 1353

Fire related activities:

Fires: 119

Building: 54

Cooking: 40

Chimney: 3

Vehicle: 2

Woodland: 15

Est. Dollar Loss: \$9,412

Hazardous Conditions: 70

Natural gas leaks, electrical hazards, chemical spills

Service Calls: 121

Car lockouts, general assistance to the public

Good Intent Calls: 49

These include odor investigation, dispatched and cancelled en-route

False Alarms: 266

Unintentional calls for alarms sounding, faulty fire alarm systems and device failures

Lightning strikes/ Severe Weather: 79

Over 70 of these resulted from Hurricane Sandy

Emergency Medical Services (EMS): 583

Includes medical aid calls, car accidents and other types of rescues

BUILDING DEPARTMENT

Daniel Walsh, Inspector of Buildings
Robert Norton, Wiring Inspector
John Bolli, Assistant Wiring Inspector
Russell Dixon, Jr., Plumbing & Gas Inspector
George Dixon, Assistant Plumbing & Gas Inspector
Kenneth Rich, Assistant Plumbing & Gas Inspector
Gregory Kirkland, Custodian
Michael Haines, Building Maintenance Manager
Elaine M. Carroll, Administrative Assistant

The Building Department is charged with statutory responsibilities that have an effect on public safety, the physical growth, and development of Lincoln and works closely with all land use departments in a coordinated and comprehensive manner. The Building Commissioner is legally mandated to carry out certain provisions of the Subdivision Control Law (M.G.L., Chapter 41, Section 81-K to 81-GG) and of the Zoning Act (M.G.L., Chapter 40A). These legal responsibilities are reflected locally in the permitting process and in the Town’s Zoning By-Law. Some specific services that the Building Department provides include reviewing applications and plans to construct, alter, and demolish any building or structure, for compliance with applicable Zoning and General By-laws, Massachusetts State Building Code, Stretch Energy Code, Sheet Metal Code, Massachusetts State Fuel, Gas and Plumbing Code, Massachusetts State Electrical Code, Town of Needham Sign By-law and oversees Massachusetts’s requirement for Sealer of Weights & Measures.

In 2012, a full-time Building Commissioner was hired to support the Planning, Conservation and Zoning functions of the land use departments. The goal of this position is to support the needs of the then existing departments, to improve operational efficiency, and to enhance service delivery. On March 1, of this year, Daniel Walsh started as the full-time Building Commissioner replacing Richard Colantuoni. We wish to thank Mr. Colantuoni for serving as our part-time Building Commissioner for a year and a half. Donelan’s Supermarket reopened on May 24, of this year to the delight of many. This has been a busy year with the renovations to Donelan’s and the Town Office renovations along with several new houses. The numerous installations of solar panels and portable generators have kept the inspectors busy.

Values as submitted by applicants in 2012:		
Building (Residential and Commercial)		\$20,441,940.00
Plumbing (Residential and Commercial)		999,415.00
Electrical (Residential and Commercial)		1,912,258.00

Building permits issued in 2012:

New Residential	8
Additions and Remodeling	117
Garages and barns	7
Sheds	6
Decks and porches	6
Steel Metal Permits	27
Demolitions (house)	5
Demolitions (accessory structures)	9
Swimming Pools	1
Re-roofing	25
Tents (temporary)	49
Wood Burning Stoves	12
Fences	4
Cell Tower – addition to existing	5
Solar Panels	39
Temporary trailers	1
Donelan's renovations	2
Town Office Renovations	1
DPW Storage Tank Canopy	1
Building permits issued	325
Plumbing permits issued	268
Electrical permits issued	231

Permit Fees Collected in 2012 – Residential and Commercial

Building	\$171,929.00
Plumbing	21,939.00
Electrical	45,009.00
Re-certification Fees	<u>400.00</u>
Total	\$239,277.00

HUMAN SERVICES

BOARD OF HEALTH

Herbert Haessler, M.D.
Arnold Weinberg, M.D.
Frederick L. Mansfield, M.D., Chair

The Board of Health meets the first Wednesday of each month at 7:30 p.m., and all meetings are open to the public. Citizens wishing to be placed on the agenda should contact the Board of Health Office at least ten days before the scheduled meeting date.

The Board's office manager is Elaine Carroll, who is also the Administrative Assistant for the Building Department. Inspectional services are provided through an inter-municipal agreement with the Town of Concord.

The Board of Health is responsible for a variety of issues related to water protection, solid and hazardous waste disposal, communicable diseases, and public health hazards in the environment. The Board is charged with overseeing the onsite wastewater (septic) system program; enforcing the State Sanitary Code for food establishments; summer camps, swimming pools, beaches, private water wells, overseeing mosquito control programs; supporting mental health services for Lincoln residents through Eliot Community Human Services; organizing a flu vaccination clinic each autumn; and works closely with the Town appointed dog officer.

PERMIT ACTIVITY

In 2012, the Board of Health issued: 41 permits to construct/alter onsite wastewater (septic) systems, 5 Recreational Camp permits, 2 pools, 20 Food Establishment Permits, and 21 catering permits with 49 catered events, 5 temporary events permits and 9 private wells. This year, the Board of Health Agent witnessed over 32 deep test holes and percolation tests for the siting of onsite wastewater (septic) systems, conducted 26 Title 5 building reviews, and 59 food service inspections.

HEARINGS

The Board voted to grant 19 variances to local septic regulations this year during its regular meetings. On October 3, 2012, The Board promulgated regulations to limit the use and construction of floor drains within the Town's aquifer protection Zone II. These regulations were necessary to keep the Town's water supply in compliance with Massachusetts Department of Environmental Protection wellhead protection regulations.

OTHER ACTIVITIES

Communicable disease control: All communicable disease reports are forwarded to Maureen Richichi, the School and Town Nurse, for review. Case reports investigated for the Board of Health since 2010 are summarized on the following table.

Disease Reports	2010	2011	2012
Lyme Disease	29	25	10
Rocky Mountain Spotted Fever	0	0	1
Campylobacter	4	3	2
Salmonella	1	0	1
Anaplasmosis	0	0	4
Giardia	1	3	1
Shiga toxin producing organism	0	0	1
Hepatitis B	0	0	1
Hepatitis C (chronic)	1	1	1
Shigellosis	0	0	1
Ehrlichiosis	0	0	2
Toxoplasmosis	0	0	1
Varicella	0	0	1
Streptococcal Pneumoniae	0	1	1
Typhus Fever (endemic flea-borne Murinee)	0	0	1

HAZARDOUS WASTE COLLECTIONS:

This year 69 residents signed up to bring their hazardous waste to the facility in Lexington. The Town is one of eight towns that participate in the Minuteman Hazardous Waste Facility located on Hartwell Avenue in Lexington. The facility holds eight collection days a year beginning in April and ending in November.

ANIMAL CENSUS: The following table lists the population of farm animals since 2005.

Type	2005	2006	2007	2008	2009	2010	2011	2012
Cattle, dairy	2	7	9	6	9	7	5	7
Cattle, beef	59	46	49	76	41	48	54	79
Cattle, steer/oxen	2	0	0	11	13	8	1	0
Cattle, yearlings	35	29	7	0	32	15	9	1
Goats	16	13	18	24	25	21	24	22
Sheep	137	123	112	1126	84	100	88	142
Swine	11	16	16	15	15	16	23	13
Horses/Ponies	90	83	87	96	86	84	77	74
Llamas/Alpacas	2	4	4	5	4	4	7	7
Donkeys	1	3	3	3	1	1	1	1
Chickens	827	676	622	490	636	530	566	370
Turkeys	15	18	12	15	0	4	3	48
Waterfowl	49	72	54	60	33	31	18	9

Game Birds	11	0	0	10	9	12	0	3
Guinea Hens	8	0	4	9	0	10	0	0
Water Buffalo	0	0	0	0	1	1	1	0
Pigeons	0	0	0	0	9	6	10	0
Rabbits	21	16	26	20	2	6	5	2

TOWN OF LINCOLN ANIMAL CONTROL SUMMARY REPORT ANNUAL 2012

TOTAL NUMBER CALLS HANDLED 217

COMPLAINT CALLS 25

LOST DOG CALLS 5

ANIMAL/WILDLIFE CALLS 18

HUMAN BITE CALLS 5*

(*) 1/ CAT BITE; 1/NO DOG/OWNER ID; 1/OUT OF
STATE OWNER; 1/EUTHANIZE BY OWNER/TESTED

MISCELLANEOUS CALLS 137

TOTAL # DOGS IMPOUNDED 6

NOT LICENSED 4*

(*) 1/OUT OF TOWN OWNER; 1/TRANSPORT TO
VESCON IN WALTHAM

NOT CLAIMED 3

STILL AT KENNEL

SURRENDERED TO SHELTER 2

OTHER 1

TOTAL # CITATIONS ISSUED 1

NO LICENSE VIOLATION

LEASH/CONTROL VIOLATION 4

OTHER (Barking) 1 # COURT CITATIONS/HEARINGS 1

QUARANTINE ORDERS 21

Human Bite = 2

EXPOSURE OR 10 DAY ANIMAL BITES 19

Transferred out of Lincoln

Submitted by:

Boardman Animal Control

Leslie E Boardman – Animal Control Inspector/Officer

Jennifer A. Condon – Animal Control Inspector/Officer

LINCOLN COUNCIL ON AGING

Margaret Boyer, Treasurer
Crawley Cooper
Jack French
Ben Horne, Vice-Chair
Sally Kindleberger
Patricia McGean
Don Milan
Mary Sheldon
Robert Sutherland
Dilla Tingley, Recorder
Rob Todd
Dorothy Taylor, Chair

Mission Statement: The Council on Aging strives to enrich the lives of Lincoln residents 60 years of age or older by providing ongoing activities and programs. Assistance is available for problem solving or finding services so that it is possible for our senior citizens to enjoy more years of independent living in their own homes. In addition, the Council on Aging is a resource to all Lincoln residents who request information to help their parents or other elderly relatives. It is the responsibility of the Council on Aging to: identify the total needs of Lincoln elders; enlist support and participation to meet these needs; and design, advocate for and/or implement services to fill these needs.

At the COA, we strive to meet current needs with programs and services as well as plan for the future when our ever-growing senior population will likely require increasing assistance. To this end, we have continued our focus on space needs this past year. We worked with the Community Center Feasibility Committee to provide the data they required to project space and programming needs and evaluate potential sites should Lincoln consider a multi-generational community center in the future. In addition, steps, handrails, and an automatic door were added to our front entrance to enhance safety. Lights are in the process of being placed in both our parking lot and across Bedford Road to better illuminate the parking lot and crosswalk at night. Plans for reconstructing and repaving the parking lot were approved by Annual Town Meeting and are moving along with completion slated for next year. Another important safety enhancement was the purchase of an Automated External Defibrillator with a grant from the Cambridge Savings Bank. The Fire Department assisted us in its acquisition as well as provided training for COA staff and community members who use Bemis Hall. Interior improvements have included a "make-over" of our Living Room, painting, and repairs. We are most grateful to all the volunteers and town departments who have worked with us to make these enhancements to Bemis Hall a reality.

We expanded our program offerings to meet the increasingly diverse needs of residents. We offered numerous classes and presentations on health and legal

issues, the arts and humanities, services and benefits, and more, as well as support groups, performances, and social events. New initiatives included:

- New interest groups, including a Singles Lunch Club, a Life After 60 group, a Mind-Body Wellness group, a playreading group, and an Eat Well, Be Well group.
- A variety of programs for veterans and families, including social events, informational programs, and Veterans Services Officer office hours.
- Themed social events including Nature Lovers Teas, a Newcomer's Reception, and a Global Perspectives Tea.
- A Medicare update and fair with representatives of all the major plan providers and an evening program on Signing Up for Medicare.
- A new line dancing class and a series of opera movies.
- A number of classical and jazz concerts featuring local musicians, including Wanda Paik, Mary Crowe and Evelyn Harris, the Lincoln Handbell Ringers, Ken Hurd, and Marilyn and Jake Kerwin.

We continue to enhance our services to enable our most vulnerable residents to remain in our community. Among our efforts this year have been:

- Partnering with the Cambridge Sports Union Junior Nordic Skiers to provide snow shoveling to older residents.
- Working with Minuteman Senior Services to offer Farmer's Market coupons to eligible older residents.
- Obtaining a grant from the Ogden Codman Trust to continue the Wellness Clinics begun with the Healthy Communities grant once that funding is exhausted.
- Assisting the Healthy Communities Seniors and Vulnerable Residents Task Force to present two Sunday afternoon forums on services and benefits to help elders to remain at home and a transportation survey that will be invaluable for future service planning.

We continue to work with Public Safety to ensure that residents are safe during weather or other emergencies. We collaborated on a tip sheet that was inserted into the COA newsletter and articles on emergency preparedness and fall prevention for the Lincoln Journal and COA newsletter. We also served as a daytime "comfort station" during a power outage and continued to formalize and enhance procedures for these situations.

As the Town department responsible for assisting residents in financial emergencies, we obtained a grant from the Ogden Codman Trust to ensure that the Lincoln Emergency Assistance Fund can support requests for at least the next year. We also formed a partnership with the Salvation Army to make it easier for Lincoln residents to access their financial assistance programs.

A special thanks goes to our almost 150 volunteers, the Friends of the COA, and the many businesses and organizations who contribute to the COA with collaborative programming and donations, all of whom make our work possible.

HEALTHY COMMUNITIES STEERING COMMITTEE

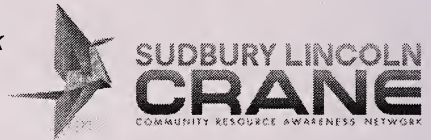
Carolyn Bottum
Kevin Kennedy
Tricia McGean
Barbara Myles
Maureen Richichi
John Ritz
Anita Scheipers
Kitty Stein
Jacquelin Apsler, Co-chair
Dan Pereira, Co-chair



Using grant funds received from *CHNA 15**, this Steering Committee, comprised of town residents and employees, was formed to oversee a number of community health initiatives using the Healthy Community Principles, which define “health” and “community” in the broadest of terms to include physical, mental, social and spiritual health. The Steering Committee identified four focus areas for the town of Lincoln.

The Task Forces are as follows:

1. *Pressures on Children and Teens Task Force* established the Sudbury and Lincoln Community Resource Awareness Network (CRANEHelp.org) to better coordinate and communicate youth and family services available to both communities.
2. *Roads and Roadside-path Use and Safety Task Force* focused on drivers and riders behaviors (adding to the tension between multiple users), road and path conditions (infrastructural improvements & inclusion in future planning), and development of the outdoor community (making connections to go forward).
3. *Tick-Borne Diseases (TBDs) Task Force* held multiple educational campaign regarding tick borne diseases, posted signage on trails and at field edges to warn the public about TBD’s. Binders filled with the most up-to-date information on TBDs were distributed and a town wide mailing was completed. Mapping was done of local TBD cases. Tick Tubes were made available at cost to residents. Several public forums were held with regional experts. Regional work is underway with area towns to increase public education.



4. *Seniors and Vulnerable Residents Task Force* held two well-attended panel forums on Medicare, Medicaid and long-term care and the wide array of services available to enable elders to remain safely at home for as long as possible. These were aimed at both elders and caregivers. The Task Force also conducted a town-wide transportation survey, provided analysis and made recommendations regarding transportation needs and possible future services, and also created binders of information about health issues for elders and those with disabilities.

The three health related initiative are as follows:

1. *The Lincoln Wellness Clinic*: A Monthly or Bi-Monthly Service Open to All Residents held at a variety of public locations around town.
2. *The Pink Pages*: A Health & Wellness Directory located at the front the Community Phonebook, courtesy of the Friends of the Lincoln Library.
3. *The Lincoln Healthy Communities Website*: Accessibility to Services located at www.WellnessLincoln.org.

We are pleased to note that two of our initiatives' Task Forces have established collaborative entities with our neighboring communities. The *Pressure on Children & Teens Task Force* has become the Community Resource Awareness Network (CRANE) with our neighbors in Sudbury, and the *Tick Task Force* has become a regional focus group with the towns of Acton, Bedford, Carlisle, Concord, Lexington, Waltham and Wayland.

We look forward to continuing our work towards a healthier Lincoln Community and encourage interested residents to join our effort!

**CHNA15 is one of 27 Community Health Network Areas (CHNAs) in Massachusetts created by the Department of Public Health in 1992. The CHNAs are an initiative to improve through local collaborative designed to identify the health needs of member communities, find ways to address those needs and improve the health of the community.*

COMMISSION ON DISABILITIES

Deb Dorsey
Jan Lipcon
Phyllis Mutschler
Jim Spindler
Nancy Torti
Anita Scheipers, *ex officio*
John Ritz, Chair

A disability may affect a person from birth or at any age. It may result from a genetic cause, an accident, illness, or aging (and ours is an aging population). It may be physical, sensory, communicative, emotional, or intellectual. It may be incapacitating or merely a hindrance. It affects the quality of life for the disabled individual, family and household members, friends, and caretakers. It is not shameful and should not be denied or concealed out of embarrassment. We are all subject to disablement and should try to provide the best resources to those who need help. One problem is that until a disability strikes close to home, we are unlikely to be aware of the limits it can impose. Another is people's self-consciousness and desire for privacy, even at cost to their quality of life.

The main purpose of the LCD is to provide assistance to Lincoln residents and town officials in dealing with disabling conditions. In the past, we have helped survey the town's public buildings and spaces to assure that they provide access to all, in accordance with ADA (Americans with Disabilities Act) and MAAB (Massachusetts Architectural Access Board) requirements. Improvements to Bemis Hall and the Library are sample outcomes. We have provided information to townspeople and helped with issues they have raised. The Commission has begun to research and provide advice on the growing topic of Universal Design, intended to fill the gaps in the current disability-related standards related to reduced function, such as common problems of aging.

This year saw the addition of two new commissioners, Jan Lipcon and Nancy Torti. Meetings are generally held in the Conference Room at The Groves, and interested parties are encouraged to attend.

Mr. Ritz continues to serve as the Commission liaison on the Healthy Communities Task Force Steering Committee and informal liaison to the School Building Committee.

PUBLIC WORKS

PUBLIC WORKS AND HIGHWAY DEPARTMENT

2012 was another busy year for the Lincoln Department of Public Works.

In 2012, road repair and repaving continued. Road paving included:

- Beaver Pond and Upland Field Roads
- Weston Road
- Sections of South Great Road (Route 117)

Snow fall in January and February 2012 was exceptionally light.

The Department's municipal tractor continued to do a good job cleaning snow from sidewalks and pathways. In 2012, Public Works only used in-house staff for snow removal from sidewalks. Using in-house staff reduces damage to the pathways and abutting properties.

Transitioning from the winter snow and ice control activities to the springtime work; the Department performed roadway and path maintenance through the months of April and May. This included street sweeping, pothole repair, and roadside path repair. Rehabilitation efforts continued on with major restoration work on the shoulder of Conant Road.

During the spring the Department also continued the process of removing tons of built up sand on the roadway shoulders. This sand was built up over decades and is the result of our heavy reliance on sand for snow and ice control. The sand interferes with the roadway drainage and is a major contribution to pavement damage.

In 2012, The Department purchased a new Utility truck and a roadway line stripping machine. Both pieces of equipment will add to the Departments efficiency.

This past summer, the Department fixed the elevation of numerous catch basins, performed roadside vegetative maintenance, performed roadway striping, cut dead roadside trees, planted trees, and filled potholes. We also continued the rebuilding of the Town's historic stone walls. Many of these walls had fallen into disrepair. The Department also rebuilt the stone wall at the intersection of Lincoln Road and Codman Road, and also the stone wall on Old Lexington Road.

The Public Works Department continued to use the municipal tractor to trim back overgrown roadside vegetation. By trimming back this vegetation the Town's residents have a safer, more aesthetically pleasing roadway. The beautiful farmer's stone walls that we have been repairing can now be seen and enjoyed.

During the fall, the Department cleaned leaves and fixed damaged catch basins. The Department also continued with its roadside program, trimming approximately 5 miles of roadside.

During the course of the year, the Department was also tasked with the operation of the Town's Transfer Station. A new entry shed was purchased and installed at the entrance of the Transfer Station to better monitor day to day activities and residential usage.

The Department continued with the maintenance and operation of the Town's cemeteries.

Looking ahead to 2013, the Department anticipates continuation of the trail and path maintenance program, roadside improvements including stonewall repair, continued improvements to the Transfer Station, improved leaf removal program, and continued development of the Public Works yard and materials handling.

The 2012 Lincoln Department of Public Works:

- Chris Bibbo – Superintendent
- Carol Withycombe – Administrative Secretary
- Joe Hayward – Foreman
- David McKnight – Crew Chief
- Danny Desmond **
- Brian Kerrigan
- Bob Maker
- Steve McDonald
- John Neri
- Gary White
- Ian Wilkins

** After 34 years of service to the Town, Daniel Desmond retired in March and Brian Kerrigan was hired in April.

CEMETERY COMMISSION

Manley Boyce
Susan Harding
Jack Pugh, Chairperson
Susan Brooks, Agent for the Cemetery Commission (and Town Clerk)

The Commission proudly reports the completion of the first phase of monument restoration in the Arborvitae Cemetery by Ta Mara Conde and her Historic Gravestone Services firm. This work was funded by the Community Preservation Act and the Capital Planning Committee, for which we are grateful. Ms. Conde reported on her work to a joint meeting with the Lincoln Historical Society in December.

We have begun to sell, finally, lots in our new expansion area called Juniper Way (to the left as you enter the Lincoln Road Cemetery and left again when you reach the oldest part, the Precinct Cemetery). This area offers smaller lots suitable for a single burial or multiple cremated remains. Only markers flush with the ground are permitted in this area to preserve view of the surrounding fields and stone walls.

Last year we wrote that we were seeking a part time caretaker to work only in our cemeteries rather than depend on the Department of Public Works which takes on a much wider variety of tasks. As of the writing of this report we have not found such a person.

There were 29 interments and 13 lots sold in 2012. The commissioners thank Susan Brooks for her great effort again this year in managing our four cemeteries.

WATER COMMISSIONERS

Ion Abraham
Paul Giese,
Ruth Ann Hendrickson, Chair
Gregory Woods, Superintendent

Established in 1872, Lincoln’s Water Department (LWD) provides clean safe drinking water and fire-flow protection to its customers. Lincoln’s water comes from Flint’s Pond (primary) and the Tower Road Well (secondary). Flint’s Pond water is purified by an advanced microfiltration plant then pumped into the distribution system, including the storage tank on top of Bedford Road.

Lincoln’s position at the head of the watershed plus the wisdom of previous generations in protecting the watershed by selected land purchases and by-laws means that Lincoln has some of the purest drinking water in the state. It is also one of the smallest towns to have a public water system. The following comparison chart shows that we run a very lean business in terms of personnel. Superintendent Greg Woods is ably assisted by Heather Clary, John Logan, Rose Murphy, and Jeremy Bernard.

	Lincoln ⁺	Littleton	Wayland	Concord	Acton
Total Population	5,408	8,924	12,994	17,668	21,924
Area (sq. miles)	15.0	17.5	15.2	25.9	20.3
No. Connections	1,675	2,110	4,823	5,500	6,500
Miles of pipe	58	77	113	130	125
Staffing	4.4	9	9	15 ⁺⁺	14
⁺ Excludes Hanscom, which is serviced by the MWRA					
⁺⁺ Part of DPW; includes water and sewer					

Governed by three elected Commissioners, the Department is funded totally by user fees. We do receive certain accounting, insurance, and personnel services from the general town government, for which we are billed. While LWD is self-funded, our budget and capital expenses are approved at the Town Meeting and we maintain liaisons with various town entities.

In FY2012 LWD collected approximately \$995K from water bills and expended approximately \$924K in operating expenses, resulting in the addition of \$71,177 to Retained Earnings. The fall billing was 61% of the total revenue because of increased water use during the summer months. The average residential water bills for the spring and fall readings were \$198 and \$323, respectively. On the expense side, salaries were 31% of the total budget and general expenses accounted for another 64%. An Emergency Reserve of \$50,000 constitutes the last 5%. Warrant Articles which have not yet been expended but were approved in prior Town Meetings reduced Retained Earnings by \$214,497 as shown below. The Ending Retained Earnings of \$1,103,589 maintains a reasonable balance for LWD to support future capital expenses.

Lincoln Water Department Financial Statement FY2012

Beginning Retained Earnings	\$ 1,246,909
Operating Additions (Revenues - Expenses)	71,177
Unexpended Warrant Articles from prior years	(54,497)
Town Meeting Voted Warrant Articles FY 2012	(160,000)
Ending Retained Earnings	\$ 1,103,589

The LWD continues a regular program of maintenance and repair. Water mains were flushed in the spring, five hydrants replaced (and several repaired after leaks were detected), and installed 300 feet of new 6 inch, ductile iron pipe (Apple Meadow Lane). We also completed the inventorying and electronic scanning of all water service cards, water main gates locations, and water main construction plans. This information will allow staff to access water infrastructure information in the field via electronic devices.

The Department is accelerating its meter replacement program. Old meters are being replaced with new ones that electronically transmit to handheld devices, making meter reading substantially more efficient and cost effective. To date, 610 meters (36% of the total) have been replaced, another 1,200 will be replaced in the next three years, and the program will be complete in 2015. This plan will enable seasonal billing (reading meters 4X per year) to be implemented in 2014, thus providing users with better information to manage their water consumption.

The LWD is cooperating with the long range capital planning effort initiated by the Town in the 2011 State of the Town meeting. Major LWD capital expenditures to plan and schedule over the next 20 years include regular distribution system upgrades, water tower back up, and filtration plant membrane renewal. These items are a moving target as technology improves and more cost effective approaches are explored. This capital planning is an on-going process.

Water conservation continues to be an LWD focus. The State Department of Environmental Protection requires that the Town reduce individual water consumption to the 65 gallons per person per day performance standard. For the 2010 and 2011 calendar years, Lincoln's consumption was 66 and 68 gallons per person per capita day, respectively. According to LWD data collection, water use in 2012 is similar to last 2011 and the Town will remain above the standard.

In compliance with the Mass DEP water usage guidelines, LWD initiated a conservation initiative which includes the sale of rain barrels to residents and partnering with Stone Gate Gardens to offer drought-tolerant grass seed. Educational fliers were mailed to residents and several articles published in the Lincoln Journal. The Department also initiated a rebate program to residents in July 2012 toward the purchase of qualifying low flow toilets, washing machines and lawn irrigation moisture sensors.

PLANNING, ZONING, AND CONSERVATION

PLANNING BOARD

Neal Maxymillian
Bryce Wolf
James Craig
Robert Domnitz, Chair

In 2012 the Planning Board remained busy with its ongoing permitting activities, the consideration of amendments to several sections of the Zoning Bylaw, implementation of the Town's Comprehensive Plan, and support for special regional projects such as the Route 2 Crosby's Corner highway improvement program. The Board regrettably bid adieu to the skilled and dedicated service of Dan Boynton and Ken Hurd, after years of invaluable effort and commitment on behalf of the Board and community. The Board was thankful that Mr. Hurd continued his civic commitment through the Lincoln Station Planning Committee, as they gratefully welcomed Neal Maxymillian to adeptly fill the opening.

The Planning Board's usual business of reviewing site plan review applications, primarily for construction of single family houses, was ongoing, as was focus on signs, groundwater protection, and wireless communication facilities. Several applications for demolition and construction of large, single-family homes kept the Planning Board well-engaged through the spring, with numerous modification requests to prior site plan approvals occupying the Board's attention through the summer. The Board reviewed 2 fence applications, 2 sign applications, 18 new site plans, 21 site plan modifications, 3 accessory apartment recommendation requests and 4 subdivision discussions. The Board also moderated a site plan review preliminary discussion for the School project.

On the special permit front, the Board reviewed several requests for renewals and modifications of existing wireless communication facilities, as wireless carriers sought to upgrade their antennas to new service standards. This included 6 special permits involving substitution of antenna and related equipment, and 3 renewals of previously approved special permits. The Board also began discussions with the owner of the Groves as they seek a change to their use and development plan, to allow for an assisted living facility where previously approved cottages were proposed in Phase 2 of the project.

Other matters the Board considered were 3 scenic road applications and 2 permitting recommendations to the Zoning Board of Appeals involving a childcare facility and a multi-family residential project.

Through the fall of 2012 the Planning Board continued to work on refining our Zoning Bylaw and bringing additional amendments to 2013 Town Meeting. Numerous zoning workshops were held by the Board from August on, to provide

as much opportunity for residents and other boards, committees and commissions to weigh-in on proposed zoning changes. An identified need by the state to update our groundwater protection bylaws and a request to refine site plan review for residential solar projects were considered.

On the Comprehensive Plan front the Implementation Committee met with the Board in February and November to follow up on progress and coordination of high priority action items in the Plan. Accordingly the Board worked through the Planning staff to organize meetings of the Lincoln Station Planning Committee in March, which led to the issuance of an RFP for consultant services to explore planning needs for the Lincoln Station area, as identified in the Plan. With the consultant's assistance and the Board's direction, this group will continue efforts to study housing, transportation, and commercial/retail infrastructure needs.

In 2012 the Planning Board, together with other land-use boards (Conservation Com., Housing Com., ZBA, Historic Com.) continued to examine coordination among the various boards. Under the direction of the Planning Board, the Director of Planning and Land Use Permitting continued to coordinate functions of the land-use staff and Chairs through biweekly and quarterly meetings, respectively, to address additional issues of mutual concern.

During this past year, current and former Planning Board members and the Director of Planning and Land Use Permitting continued to work with MassDOT in moving the Route 2/Crosby's Corner project towards implementation. With the award of the construction contract and final permitting, the project is on track for a full construction start in the spring of 2013. We also remain involved with various regional organizations, such as HATS (Hanscom Area Towns), MAGIC (Minuteman Advisory Group on Interlocal Coordination), and the Battle Road Scenic Byway, as well as the MAPC (Metropolitan Area Planning Council).

In summary, despite the down economy, there is continuing interest in Lincoln land-use development, especially in the construction and alteration of large homes. The Board will maintain its efforts to strengthen site plan review as it deals with traffic concerns, cell towers, teardowns, group homes and nonconforming uses. The minutes of our meetings are available on the Planning Board page of the Town website, as are links to other useful documents such as the Zoning Bylaw, the Comprehensive Plan, and the Land Use Permitting Guide. We welcome your interest, and we encourage qualified applicants to seek Planning Board membership as we move forward with implantation of our Comprehensive Plan.

ZONING BOARD OF APPEALS

Steve Daigle
David Henken, Associate Member
John Kimball
Jefferson Macklin
Margaret Olson, Associate Member
Megan Stride
David Summer, Associate Member
Joel Freedman, Chair

The Zoning Board of Appeals (ZBA) is a land use board that interprets and applies the Town's zoning bylaw. It decides on a case by case basis requests for variances, special permits and appeals of decisions of the Building Inspector, considering the impact on the town and neighborhoods, and the requirements of the bylaw and of State law. There were 34 applications filed, and 11 meetings held, in 2012. The list below represents major requests considered by the Board in 2012, listed by the date of the initial hearing.

January 19, 2012

- Robert and Mara Atkind, special permit for an accessory structure, a screened garden room – GRANTED
- Pilar and Mark Doughty, 5 Farrar Road, variance from the 250' lot width requirement to construct a single family home – GRANTED

March 29 2012

- Richard and Margaret Johnson, 1 Grasshopper Lane, special permit to construct additions to existing home – GRANTED
- Lincoln TBC, LLC, 239 Concord Road/1 Farrar Road, appeal of Building Inspector's decision to deny a building permit – OVERTURNED

April 26, 2012

- Robert and Sharon Antia, 191 Weston Road, special permit for accessory apartment – GRANTED
- David Levy, 38 Tower Road, special permit for an addition, a screened porch – GRANTED

May 31, 2012

- Carol Lovell, 11 Blueberry Lane, special permit for additions to existing home – GRANTED

August 9, 2012

- Martha Davis, 77 Conant Road, special permit to construct an addition to existing home – GRANTED
- Elise and Keith McDonald, 148 Weston Road, special permit to construct additions to existing home – GRANTED

September 13, 2012

- 152 Lincoln Road, LLC and Cambridge Trust Company, 152 Lincoln Road, renewal of a special permit – GRANTED

- Ruth and Peter Montero, 28 Farrar Road, special permit to construct an addition – GRANTED
- Michael Feinberg, 191 Weston Road, special permit to reconstruct a single family home – WITHDRAWN
- Susanah Michener, 117 Tower Road, special permit to reconstruct an addition, a garage with living space above – CONTINUED
- Michael and Stacy Mach, 15 Winter Street, special permit to reconstruct a storage shed – GRANTED
- Doug Carson, 143 Bedford Road, special permit to construct additions to existing home – GRANTED

September 27 2012

- Lincoln TBC, LLC) 239 Concord Road/1 Farrar Road, appeal of Building Inspector's second decision to deny a building permit – OVERTURNED

October 11, 2012

- Patricia O'Hagan Trust, 270 Concord Road, special permit to reconstruct a barn/chicken coop with solar panels – GRANTED
- Andrew Gnazzo, 56 Sandy Pond Road, special permit to add height to existing garage – GRANTED
- Joshua and Cailin Gidlewski, 54 Tower Road, special permit to construct additions to existing home – GRANTED
- Patrick Griffin/Thomas Saidnaway, 36 Brooks Road, special permit to reconstruct a single family home - WITHDRAWN

November 15, 2012

- Charles and Collette Sizer, 141 Old County Road, special permit to construct a detached garage – GRANTED
- Gary and Susan Taylor,, 2 Beaver Pond Road, special permits for an amendment to previously approved addition, and for accessory apartment – GRANTED
- Gerald and Brigid Sheehan, 15 Giles Road, special permit for dormer additions – GRANTED
- Joel Freedman and Ann Risso, 38 Laurel Drive, special permit to construct two accessory structures, garage and shed – GRANTED

December 13, 2012

- Thomas Blakely and Stephen Smith, Trustees, 144-146 Lincoln Road, renewal of a special permit for parking – GRANTED

The Board also granted 3 Accessory Apartment renewals, 3 special permit renewals and a variance modification.

HISTORIC DISTRICT COMMISSION and LINCOLN HISTORICAL COMMISSION

Douglas Adams
James Craig (Historic District Commission only)
Andrew Glass
Henry B. Hoover, Jr. (Alternate – HDC/LHC)
Jack MacLean (Alternate - HDC)
Andrew Ory
Bryce Wolf (Historic District Commission only)
Lucretia Giese (Chair for LHC)
Ruth Wales (Chair for HDC)

The Historic District Commission wishes to thank Ken Hurd, Colin Smith and Laurence Zuelke for their many years of valuable service and welcomes Bryce Wolf as the new HDC member from the Planning Board. Andrew Glass, a former alternate, has been appointed a full member. Henry Hoover was appointed an alternate to the HDC as well as the LHC.

The Lincoln Historical Commission is responsible for preservation of all structures outside the Historic District and also reviews requests for demolition under the Demolition Delay By-law. The Historic District Commission reviews applications for all exterior changes within the District visible from a public way.

Lincoln Historical Commission

Demolition Approvals:

232 Lincoln Road – house and detached garage
191 Weston Road – accessory building
12 Morningside Lane – more than 25% of roof structure
77 Conant Road – more than 25% of roof structure
117 Tower Road – garage
36 Brooks Road – house
76 Old Sudbury Road – house (permission expired)
6 Acorn Lane – more than 25% of roof structure

Demolition Approvals: (After Demolition Plan Review):

(Considered Historically/Architecturally Significant but not Preferably Preserved)
121 Old Concord Road – house and detached garage
11 Woodcock Lane – house
191 Weston Road – house
16 Todd Pond Road – house

Historic District Commission

Certificates of Appropriateness:

16 Lincoln Road – new south entry for Town Office building
15 Sandy Pond Road – new cupola and window replacement in existing barn

- 12 Weston Road – changes to addition of kitchen area and garage dormers
- 15 Sandy Pond Road – changes to window wells and window replacements
- 38 Lincoln Road – chicken coop and fencing
- 15 Bedford Road – installation of 3 light poles
- 16 Lincoln Road – changes in materials for renovations
- 1 Woods End Road – installation of solar panels visible from street
- 26 Lincoln Road – extension of existing fence and addition of gates
- 16 Lincoln Road – change in material for cupola and entry columns
- 42 Bedford Road – installation of solar panels visible from street

Certificates of Non-Applicability:

- 23 Bedford Road – solar panels on barn (not visible from street)
- 16 Lincoln Road – temporary construction and storage trailer and fencing
- 36 Codman Road – repairs to column in Italian garden and entry pillar
- 15 Trapelo Road – replacement of rotted wooden gutters
- 16 Lincoln Road – installation of fire alarm antenna in cupola

The Lincoln Historical Commission is pleased to report completion of further inventory work on buildings and structures in Lincoln. Eric Dray Consulting completed inventorying 32 houses built between 1900 and 1930. The LHC continues to consider inventorying Town buildings and structures a priority for educational and informational reasons. The Long Range Planning Committee confirmed this priority in its report to the Town in 2010. The LHC was granted CPA funds in FY2012 and FY2013 to continue its inventory work. Completed inventories can be viewed at the Lincoln Public Library and the Town Offices.

The Commission made its annual inspection visit to The Flint Homestead on March 17, 2012 and will visit the Wheeler House in 2013 under Preservation Restriction Agreements. The Commissions were saddened to hear of the death of Henry Flint on October 15, 2012. He died peacefully at his home.

Last year The Commission prepared a statement of concern for the Massachusetts Historical Commission and the Cultural Resources Manager, Hanscom Air Force Base, Lincoln. At issue were the project’s potential adverse effects on the historical fabric of the Park, a National Landmark, and visitor experience. The LHC subsequently submitted a mitigation report to Hanscom Air Force Base. This report resulted in the planting of fifty white pines and rhododendrons along the boundary between Minute Man National Historical Park and the Base housing project.

LINCOLN HOUSING COMMISSION

Stephen Dirrane
Constance Lewis
Mary Sheldon
Robert Wadsworth
Pamela Gallup, Chair

Housing Production Plan

Our major initiative in 2012 involved preparing a Housing Production Plan that will both help us chart our future course and also make it possible for Lincoln to apply for state grants for affordable housing.

As part of this initiative, we held well-attended and constructive forums in March and October. In January 2013, we will conduct a survey of town residents about housing issues. At Town Meeting in March, the commission will present the Housing Production Plan for approval.

The Housing Commission, the Affordable Housing Trust, and the Lincoln Foundation have met regularly with Judi Barrett and Caroline Edwards of COG, Inc. (consultants for the Housing Production Plan) to discuss the issues we wanted the housing plan to highlight and to clarify the roles of the groups since their individual mandates are complementary and vital to the success of our housing program.

The Housing Commission's Mandate in Context

The Housing Commission is charged with affordable housing planning, advocacy and policy making and with the administration of the town's rental units. Because the Massachusetts Department of Housing and Community Development now expects towns to monitor all the units on our Subsidized Housing Inventory, the monitoring aspect of the commission's work has grown during the past year. The commission has also worked to streamline administration tasks and absorb the monitoring services once provided by the Regional Housing Service Office.

Except for the revolving fund that is used primarily to pay for maintenance and capital improvements of the town-owned rental units, the Housing Commission does not have independent access to money. Therefore, the **Affordable Housing Trust** was established in 2006 as the financial center for the development of affordable housing in Lincoln because it has the ability and flexibility to hold money and real estate and enter into real estate transactions outside the Town Meeting cycle.

The **Lincoln Foundation** is a private non-profit organization that monitors re-sales of affordable home ownership units. It can also provide affordable unit owners with loans for capital improvements and condo assessments, which the Housing Commission cannot do because it does not have discretionary funds.

HOME Funds

For a number of years, Lincoln has been a member of the HOME consortium, a program of the federal government administered by HUD. Because of the restrictions on the use of HOME funds, the diminishment of HUD funding and the substantial administrative burden, we are withdrawing from the HOME Program effective June 30, 2013.

The Housing Commission worked with the Affordable Housing Trust and the MetroWest Consortium to apply for all the funds available to Lincoln in the amount of \$74,000 to renovate one of the older town owned units. We expect to accept a bid for the renovation work early in 2013 and for the work to be completed before spring.

Withdrawal from the Regional Housing Services Office

The Town of Lincoln, at the request of the Housing Commission withdrew from the Regional Housing Services Office to reduce our out sourcing costs and realize our goals of developing a serviceable data base of affordable housing and creation of a ready-buyer list.

Changes in Membership

In March 2012, Renel Fredriksen, who had been on the Housing Commission for five years, several of them as chair, resigned to run for the Board of Selectmen. The Housing Commission was very sorry to see her go, but delighted by her election to the BOS. As the BOS representative to the Housing Commission, Renel maintains a relationship with us, and we still enjoy the benefit of her experience. We expect to have a replacement for Renel after the town elections in the spring.

George Georges, who had served the commission ably for nine years as the Board of Selectmen's appointee, also stepped down during 2012. George made a tremendous contribution to the development of three units of housing on Sunnyside Lane. We miss George's knowledge but most of all we miss his wonderful sense of humor. Stephen Dirrane has taken over as the BOS appointee and has already become a valuable addition to the commission.

Contributions of Town Employees

We have had valuable help from many town employees, especially Anita Schiepers, Elaine Carroll, Chris Reilly, and Michael Haines all of whom serve the Housing Commission well and make valuable contributions to our Affordable Housing Program.

CONSERVATION COMMISSION

Diana Beaudoin
Julie Dobrow
Jim Henderson
Ari Kurtz
Robert Noah
Jim Meadors, co-Chair
Peter von Mertens, co-Chair

Lincoln's Conservation Commission is comprised of resident volunteers who work with Conservation Department staff to protect our natural resources. Residents are welcome to join Commission meetings, typically held the first and third Wednesdays each month. Please contact us to arrange a site visit to your property, a meeting in the office, or to discuss natural resource related issues.

Our appreciation goes out to Ben Horne and Sara Lewis who stepped down, each after two 3-year terms. We welcome 3 new Commissioners: Diana Beaudoin, Julie Dobrow, and Robert Noah. David McKinnon-Land Manager, Angela Kearney-Conservation Planner, Jane Layton-Ranger, and Tom Gumbart-Director are the staff who work hard for our residents and our natural resources.

An exciting new initiative is the Conservation History Project. We are a community with a unique conservation ethos and we want to document how Lincoln came to be this way in a manner that is educational yet accessible to a variety of audiences. This is in the early stages and it will ultimately involve many groups and people in Town. The initial group includes representatives from the LLCT, RLF, Schools, Clerk's Office, Historical Society, and the ConCom.

A significant land preservation milestone was the completion of the Route 2/ DeNormandie Land project. This effort was made possible by a strong collaboration of many; including the Rural Land Foundation and Lincoln Land Conservation Trust, the City of Cambridge and their Water Department, generous Lincoln Citizens, the Community Preservation Committee, ConCom, and the DeNormandie Family. Cambridge now owns the 54-acre property and a Conservation Restriction is held by the ConCom that protects this important watershed land.

We administer the MA Wetlands Protection Act and our local Wetlands and Surface Water Supply Protection Bylaws to make sure projects do not have adversely affect wetland and buffer zone resources. In 2012 there were 10 Notices of Intent, 10 Requests for Determination of Applicability, 1 Notice of Resource Area Delineation, 4 Enforcement Actions, and 5 Certificates of Compliance. Prior to undertaking any land clearing activity or new construction please check with the Conservation Department to see if your proposed work is located within a protected resource area.

A substantially revised Surface Water Supply Protection Bylaw was sponsored by the ConCom and was passed by Town Meeting. It complies with MA DEP water supply protection standards. This was done as a collaborative effort with the Water Commission and the Planning Board. These same groups are also working on a Groundwater Protection Bylaw that is expected to be on the 2012 TM warrant. The Mount Misery Dam was on the State's "hazardous dams" list. This means expensive engineering studies are needed to regularly assess the dam. An independent dam and pond analysis by the ConCom and Staff resulted in the dam being delisted with the result being substantial savings for the Town.

For the second year in a row Lincoln suffered major storm damage and we did extensive tree clearing to open up trails and eliminate hazards. We have endeavored to make trails in woodlands and across fields safe for all trail users. A number of tree species such as ash, hemlock and maple have suffered from insects and disease brought on, in part, by exceptionally mild winters. These weakened trees are more vulnerable to storm damage and we anticipate that downed trees and limbs will be an on-going management concern as we maintain a significant portion of the 80 miles of trails throughout Town.

An important land management project was the 4th annual Garlic Mustard Pull Day that was again very successful. This event was cosponsored with the Lincoln Garden Club and the LLCT and was done in addition to our regular annual land management activities that range from field mowing to trail maintenance. These normal maintenance activities are really the backbone of our land stewardship efforts and our staff works very hard to keep our land well-tended. A stone wall restoration initiative was funded with Community Preservation funds and agricultural licensing fees. The contract for work was awarded to Messina & Associates, Inc. from Concord and they will be starting work in 2013 along our historic roadways.

Lincoln is well known for its commitment to agriculture and the ConCom does its part by licensing over 200 acres of land to a diverse and dedicated mix of farmers. Licenses are good for a 5-year period and 2012 was the fifth year of this period. We are currently reviewing our Farm Policy to make sure it is consistent with our goal of ecologically sound land management. Farms currently cultivating conservation land are: Blue Heron Organic Farm, Breton Meadow Farm, Busa Farm, Codman Community Farms, Matlock (Flint's) Farm, The Food Project, Lindentree Farm, Raja Farm, Red Rail Farm, Turtle Creek Winery, and Verrill Farm. We also just signed 2 new licenses; one for a 1-acre organic orchard at the St. Anne's Field, Mt. Misery (run by Charlotte Trim), and one for a 1.5 acre alpaca farm on the Codman North Land (run by Bill Huss & Cheri Geckler).

Our student outreach continues and we are working with the schools on a new wetlands boardwalk. We host monthly Conservation Coffees and a Wednesday morning walk series. If you want to be on the e-mail list to be notified about events contact Tom Gumbart at 781-259-2612 or gumbartt@lincolntown.org.

LINCOLN LAND CONSERVATION TRUST (LLCT)

Susan Allen, Vice-Chair
Gary Anderson
Kenneth E. Bassett
William G. Constable, President
Daniel England
Andrew Falender
James Henderson
Weston Howland III, Treasurer
Susan M. Klem

Gwyneth Loud
Ellen B. Meadors, Vice-Treasurer
Rachel Munn
Paul Shorb, Secretary
Nancy Soulette
Andrew Stevenson
Susan Welsh, Chair
Ellen Withrow

The Lincoln Land Conservation Trust (LLCT), founded in 1957, is one of the oldest, private, volunteer, land trusts in the country. The LLCT also has the distinction of holding the oldest private conservation restriction (CR) (known outside of Massachusetts as a conservation easement) in the country, dating back to 1962. The LLCT is dedicated, per its mission statement, to “maintaining the rural character of the Town for the benefit of the inhabitants of Lincoln.” Now well into its sixth decade of conservation work, LLCT continues to fulfill its mission thanks to the selfless efforts of its trustees, members, donors, friends, and other supporting organizations in Lincoln and beyond.

Acquisition: For the 2012 year, the LLCT assisted the Rural Land Foundation, the Conservation Commission, and the City of Cambridge to complete the acquisition of, 55 acres of important watershed land off of Route 2 (DeNormandie Property). The Stewardship committee has also been very active procuring important trail easements to ensure our beloved trail network remains intact. Thanks to the fundraising efforts of the Farrar Road neighborhood an important parcel of land was restricted from potential institutional development and an important trail easement from Farrar Road into the Farrar Pond trail network was secured. The Trust currently owns or has stewardship responsibilities for, more than 1,000 acres of land that not only enhances Lincoln’s bucolic landscape, but also helps provide important wildlife habitat, scenic vistas, clean drinking water, and a myriad of recreational opportunities for our fellow citizens.

Stewardship: We continue our stewardship collaboration with the Lincoln Conservation Commission staff as we adapt to resource constraints new technology and staff. The 2012-2013 monitoring season continues as over 2,200 acres of land as well as many miles of property boundary lines are reviewed and conditions documented. The monitoring reports, reviewed against the baseline information, assess any changes to the land and/or compliance with the terms of a CR or conservation deed. These “Baseline Studies” and supplemental “Monitoring Reports” are available for review at the Lincoln Conservation offices. As a vigilant protector of the land for which we are responsible, the LLCT occasionally must remind landowners of their responsibilities with respect to land they own or abut. In severe instances, the LLCT has resorted to appropriate formal action to enforce terms of a CR or to protect land owned by the Trust.

Land Management: Stewardship also involves managing trails, stonewalls, fields, field edges, and invasive species. The extreme weather of 2012 placed unusual burdens on the LLCT as it maintains approximately 60 miles of interconnected trails throughout Town. Thanks to the work of two summer land management interns and the tireless efforts of long-time President Buzz Constable, the Land Trust properties are carefully maintained. The Trust also relies heavily on the volunteer efforts of LLCT members from many neighborhoods and especially for those who completed “trail sweeps” to report trees down or other damage after the many storms this year. We continue to assist with invasive removal and field edge clearing projects in neighborhoods, including with the two condominium associations adjacent to Farrar Pond. In addition the LLCT continues to support the Conservation Commission’s town-wide “Garlic Mustard Pull”.

Education: Our educational outreach this year included continuing programs as well as new projects. We gave another grant to the Lincoln Public Schools, which is being used, as before, to hire Drumlin Farm teacher/naturalists to work with students and teachers to expand outdoor environmental learning. The activities outdoors are connected to the existing science curriculum. This year the grant is supporting grades one and five, and for the first time, grades seven. Another first was to provide funds from the Warren Flint, Jr. Memorial Fund to take all third graders to Matlock Farm (the Flint family farm) to help the students learn about local history, farming methods, and soils. Thanks to a grant to the LLCT from the Lincoln Cultural Council, we were able to bring Clare Walker Leslie, a well-known artist and naturalist, to lead a nature-journaling workshop for all fourth graders. We offered several nature walks during the year on such topics as vernal pools, spring and fall birding, and the local impact of glaciers. We brought an animated naturalist, Mark Frazer, to Bemis for a popular afternoon talk about some of our native large mammals. The glacier walk was led by Sue Klem, who is also the author of The Nature of Lincoln, published by the LLCT this fall. The book, beautifully illustrated, is a compilation of many of Sue’s wildlife columns written for the *Lincoln Journal* between 1995 and 2008. A book launch party in November, organized by Lynne Smith, generated a large turnout and started brisk sales of the book. The wildlife column for the paper continues to be written by Gwyn Loud once a month. A sub-committee, chaired by Selina Rossiter, has been working on a revised edition of our children’s *Passport to Lincoln Conservation Land*. The new edition will be ready in the spring of 2013 as part of our goal to get families out on the trails and learning about natural history. We have shown several films this year, starting with a screening of *Mother Nature’s Child* at a PTA meeting. In November we began our new environmental film series by showing *A Sense of Wonder* a film about Rachel Carson and the publication, fifty years ago, of her book, *Silent Spring*. The film series will continue through the winter months.

Trustees/Staff: The LLCT continues to work closely with its private conservation “sister” group, the Rural Land Foundation (RLF). Given the increasing complexity of land transactions, the RLF’s expertise in acquisition and “conservation subdivision” to protect land has been invaluable to the town and a great resource for the LLCT. The two organizations now share staff (Geoff McGean and Anna Wilkins) and trustees, which not only facilitates the LLCT’s primary role as steward, educator, and advocate for protected lands but helps maintain each organization’s focus on the Town’s Open Space Plan for protecting “lands of conservation interest.” The LLCT honors two longstanding trustees, Jim Fleming and Dwight Gertz who have stepped down. Both trustees admirably chaired the organization for many years and will be greatly missed. The LLCT welcomed new trustees, Rachel Munn and Andy Falender.

The LLCT, like many other volunteer land trusts, must continually find insightful ways to address the increasingly complex nature of land protection and long-term management. From “conservation subdivision” pioneered by the RLF as a method of saving land, to the holding of restrictions on house size and architecture, conservation efforts in Lincoln must continue to creatively and diligently balance many competing interests. As we work to protect the important conservation land and historic landscapes in Lincoln, the LLCT trustees are grateful for the support of our members and for their financial contributions that make this work possible.

LINCOLN LAND CONSERVATION TRUST
Preliminary selected financial information as of December 31, 2012

2012 Receipts	
Direct Public Support (Contributions)	56,962
Sale of Maps and Books	16,733
Investment and Other Income	11,568
Total Receipts	85,263
2012 Expenses	
Land Management	19,374
Stewardship	7,161
Education/	9,143
Membership and Outreach	14,634
Acquisition	2,552
Administration	9,290
Publications	21,532
Total Expenses	83,686
2012 Balance	
Conservation Fund	166,288
Unrestricted Funds	379,545
Total Balance	545,833

GREEN ENERGY TECHNOLOGY COMMITTEE

Linda Conrad
Jennifer Morris Gundy
Edmund Lang
Bill Stason
Anita Scheipers Ex-officio
John Snell, Chair

Town facilities - 2012 was a good year for electricity and natural gas savings in Lincoln's buildings with an overall energy consumption savings of about 23% less than 2011. Last winter was warmer than normal, and new equipment that the Town installed performed well. The Library did exceptionally well saving 37% from the previous year.

Town vehicles - 2012 was a good year for gasoline and diesel fuel savings as well with an overall energy consumption savings of about 14%. Warmer weather and less snow helped reduce diesel fuel consumption. Looking forward, our vehicle fleet is becoming more energy efficient. with smart battery management systems installed in police vehicles, a hybrid Ford Escape the Town leased for the Facilities Department, and a Chevrolet Volt that the Town leased for the Building Department.

Green Community Program - MA Department of Energy Resource's (MA DOER) Green Community's program is the primary funding source for our committee's activities. To date we have received \$350,139 from competitive grant awards that MA DOER awarded to Lincoln. The state legislature designed the program as a carrot and stick approach to move cities and towns towards lower community energy consumption. More stringent building code requirements and energy saving commitments that the Town made in 2010 allows us to compete for program grant funding. We applied this year's grant funding to a three-year electric car lease and major HVAC equipment upgrades for the Public Safety Building and Bemis Hall.

Other funding sources - GETC gratefully acknowledges financial assistance from NSTAR, Mass Save, Codman Trust, Lincoln CPA, MA CEC, PEG, and MAPC. Collectively, these programs are supporting GETC's website, this year's residential solar initiative, electricity monitoring equipment in the Library, and window restoration and energy upgrades at Bemis Hall and Pierce House.

Residential initiatives - In January, we adopted a new name for the residential initiative: *Greening Lincoln*. We announced the name by launching a new website, www.greeninglincoln.org. Designed as a hub for 'sustainable living in Lincoln', the site contains information on energy efficiency, water conservation, sustainable landscaping, local food, recycling, and transportation. Each month, we send an e-newsletter to the 250 residents who have attended forums and

expressed interest. These substantive updates have broadened the base of residents involved in energy conservation and sustainable living. The site offers links to other organizations in town such as the Lincoln Land Conservation Trust, Garden Club, Agricultural Commission, and Water Department. This integrated approach has attracted a number of people with special interests who have added valuable information to the website. The site is growing organically and incrementally as residents begin to use the site as their one-stop resource for sustainable living.

During the spring and summer, GETC led the Solarize Mass program. The program offered state and federal incentives to residents seeking to add solar panels to their homes. To join this competitive program offered only to Green Communities in Massachusetts, Lincoln partnered with Sudbury and Wayland to become one of the 17 communities chosen to participate. Jennie Morris, the designated 'solar coach', drove the effort to promote the program that had a contract deadline of October 31. We sent announcements, posted flyers, held information meetings, and became the link between the panel installation company and Lincoln residents. The program was very successful: 32 Lincoln residents signed contracts to install solar panels and many other residents became informed about the benefits of solar energy. The combined Lincoln-Sudbury-Wayland partnership produced contracts that, when implemented in 2013, will generate 1.2 megawatts of power, contributing a significant amount of renewable energy to the electric grid in New England.

LIBRARY, RECREATION, AND SCHOOLS

TRUSTEES OF THE LINCOLN PUBLIC LIBRARY 2012

		<u>Term Expires</u>
Jacquelin Apsler, Chair	Selectmen's Appointee	2014
Marshall Clemens	School Committee Appointee	2012
Jack French	Self-Perpetuating	
Alfred Kraft	Self-Perpetuating	
Peter Sugar	Self-Perpetuating	
Susan Taylor	Elected	2013

Vision Statement

The Library is the town's intellectual and cultural center and serves as a focus for life-long learning and literacy, local written and artistic expression, preservation of local history, access to information technology, and the sharing of knowledge and ideas.

FY2012 Statistics

Although the number of patron visits (85,989) was 9% lower than during FY2011, other usage statistics increased for FY2012. Total circulation of 176,768 was a 4% increase over last year. Reference questions increased 29%, the number of programs increased 7%, attendance at these programs increased 20%, and web visitors increased 14%.

Staffing Changes

Laura Paryl began maternity leave in August. Kerry McGuirl began work as the temporary Reference Librarian in September.

Accomplishments

We completed a new long range plan for the library, with the help of representatives from the community, which sets our direction for the next five years. The top five areas we will focus on are:

- Create and nurture young readers: Children from birth through high school will have access to collections, programs and services designed to support their literary, educational and leisure needs.
- Satisfy curiosity / lifelong learning: Residents will have the resources they need to explore topics of personal interest and continue to learn throughout their lives.
- Information fluency / understand how to find, evaluate, and use information: Residents will know when they need information to resolve an issue or answer a question and will have the skills to search for, locate, evaluate, and effectively use information to meet their needs.
- Connect to the online world / public Internet access: Residents will have high-speed access to the digital world with no unnecessary restrictions or fees to ensure that everyone can take advantage of the ever growing resources and services available through the Internet.
- Visit a comfortable place / physical and virtual spaces: Residents will have

safe and welcoming physical places to meet and interact with others or to sit quietly and read and will have open and accessible virtual spaces that support networking.

We are in the process of redesigning and rebuilding the library's website with grant funds donated by the Ogden Codman Trust and the Friends of the Lincoln Library. The library's digital collections will be more prominent in the new website, which will be launched in the first quarter of 2013. Staff will receive training so that each department can update their own web pages.

Trends

- Lincoln residents of all ages are reading more than ever! The number of participants in the Summer Reading Challenge for children increased from 240 in 2011 to 355 in 2012. There are two library book groups for children and two book groups for adults as well as weekly storytimes for children (infants through grade one). We also assist an increasing number of independent book groups, which do not meet in the library but are comprised of Lincoln residents, to obtain multiple copies of the books they are reading from Minuteman libraries.
- Technology has improved to make it possible to read eBooks on a greater number of handheld devices. Beyond Kindles, Nooks, and other dedicated eReaders, phones, and tablets are also used to read eBooks. We answer many questions from patrons about how to get their devices to work with the library's subscription to the OverDrive service that allows them to download eBooks and eAudio books for free.
- A wireless network in a library giving patrons free access to the Internet used to be a premium service that was not available in every library. Now our patrons expect fast and free wireless networking as a base level service.
- The more programs we add to our schedule, the more people attend these programs. In recent years we have added more book groups and more groups for patrons with similar interests (writing, photography, listening to music, performing music, watching films, building structures with Legos, researching family history). These new groups do not generally decrease attendance at programs that have been offered at the library for a long time. Instead, they are attracting new people to attend library programs. The Friends of the Lincoln Library have supported the formation of new groups by providing seed money and audio visual equipment.
- Distribution media has evolved from tapes to CDs, DVDs, solid state storage (Playaways), and digital files so we are more aggressively weeding old distribution media such as books on tape and VHS video tapes. Patrons still borrow these items but at a lower rate each year.
- Now that the Lincoln Town Archives is organized and accessible, more patrons are requesting to use archival materials. The Lincoln Historical Society hosts two programs each year concerning historical topics with a Lincoln focus. Of course, they use information they find in the archives to create parts of their programs that are well attended by Lincoln residents.
- The Hanscom Air Force Base's Public Library closed in September and we worked with staff from the Minuteman Library Network's Central Site to begin capturing Lincoln circulation statistics of people who live on HAFB.

LINCOLN TOWN ARCHIVES - 2012

Susan F. Brooks, Town Clerk, Co-Director
Barbara Myles, Library Director, Co-Director
Marie Wasnock, Archivist

INTRODUCTION

Two thousand twelve marks the fifth year of the partnership between the Town Clerk's Office (TCO) and the Lincoln Library which manages a unified **Town Archives**. The Archives integrates the town's historic cultural, private and public documents into a single inventoried collection, housed at both Town Hall and the re-furnished Library vault. We're pleased to report the following efforts over the last year toward the Town's Comprehensive Long-Range Plan goal of "promot[ing] stewardship of Lincoln's cultural and historic resources."

Accomplishments and Aspirations

- As finding aids for collections contained in the Lincoln Town Archives are completed, they are regularly posted on the Internet, making them searchable by anyone with Internet access.
- New finding aids were completed for the Eleazer Brooks collection (Eleazer Brooks was a Brigadier General in the Revolutionary War) and inventories of historic Lincoln houses. The latter were accepted by the Massachusetts Historical Commission for their permanent collection. An inventory of a house includes a photograph, date of construction, name of the architect, an architectural description, a list of major alterations, a historical narrative, a list of owners, and deeds filed at the Middlesex County Probate Court's, Registry of Deeds.
- The Archivist, employed 10 hours per week, responded to more than 60 patron inquiries in 2012, answering local history and genealogy questions by phone, email, and in person.
- Members of the Lincoln Historical Society made use of archival materials for their lectures about Lincoln's waterworks, deck houses, cemeteries, and men who served in the War of 1812.
- Long time Lincoln residents, Doris Bardsley and Peg Martin, donated photographs, cassette tapes, newspaper clippings, and research notes before they moved out of Lincoln.
- Margaret Flint Weir donated materials about the Chapin and Flint families, which were two of the earliest families to settle in Lincoln.
- The Town Archives Advisory Council (or TAAC), established in April 2008, continues to flourish. Comprised of ten organizations having a focus on Lincoln's history (Lincoln Town Archives, Lincoln Cemetery Commission, First Parish in Lincoln, Friends of Modern Architecture,

Historic District Commission, Historic New England, Lincoln Minute Men, Minute Man National Historical Park, Thoreau Institute, and three at large members), the TAAC meets bi-annually to share resources and ideas. In a much anticipated October meeting, the TAAC enjoyed a long and productive conversation with new Lincoln School Superintendent Becky McFall exploring ways to improve communications between its members and the public schools.

- The TAAC has hired a facilitator to assist in developing a Long Range Plan for the group. An initial meeting is planned for early 2013.
- A new project to record the history of land conservation in Lincoln began over the summer. Convened by the Town Archives and the Town Moderator, the group, now augmented by the Conservation Commission, Lincoln Land Conservation Trust, and the Rural Land Foundation, seeks to document and inventory Lincoln's pioneering role in land conservation.

PARKS AND RECREATION COMMITTEE

Douglas Carson
Susan Collins, Chair
Jonathan Dwyer
Chris Fasciano
Ted Julian
Ingrid Neri

The Lincoln Parks and Recreation Committee strives to provide affordable and diverse leisure opportunities, community-based special events and safe recreational facilities to enhance the quality of life for Lincoln residents of all ages. They set policy and oversee all facets of the department including: community programs, athletic fields, tennis courts, playgrounds, public parks, the Codman Pool, the Lincoln Summer Day Camp, and various town wide events; as well as strategic facility planning and development.

We deliver these services at a low-cost to the Town, as user fees typically recover a large percent of our annual operating budget. We offer all our programs via web registration and accept credit card payments. As the Town navigates challenging fiscal waters, we strive to contribute (and not deplete) town resources and add to the fabric of daily life.

The Parks and Recreation Office is located in the Hartwell A Pod on Ballfield Road. We would like to thank the Lincoln Public Schools for their continued support by providing office and programming space. The office is generally open 8:30am - 4:30pm, but we recommend calling (781-259-0784) before you come by as our staff may be out supporting programs at any given time.

During the school year we offer a wide variety of children's programs, special events, trips, sports and adult education classes. All Lincoln residents are encouraged to participate. A full list of program and facility information, as well as online registration is available at www.LincolnRec.com.

The Department maintains the town's athletic fields and baseball diamonds with annual cycles of slice seeding, aerating, and lime/natural fertilizer applications. This will develop healthy, safe turf for the benefit of the public schools, sports leagues and community programs. We would like to thank our youth sports organizations, Lincoln Youth Soccer and Lincoln /Sudbury Little League, for their annual contributions to help offset our costs.

With the help of our Events Subcommittee, we oversee annual town-wide events including Patriots Day, Memorial Day, July 4th, the Summer Concert Series, and Winter Carnival. Congratulations to all our volunteers for a job very well done! We especially want to thank to our sponsoring businesses. We are grateful for their cooperation.

In fiscal year 2012, the department generated approximately \$368,000 in revenue and recovered 101% of its budget. In addition to our well-attended community programs, we sold over 81 family tennis stickers and over 50 individual tennis stickers. The Codman Pool had over 315 memberships, its' swim team had 116 swimmers, and 100 swim lessons were conducted. The summer day camp filled over 776 camper slots and our specialty camps filled an additional 74 slots. Our youth basketball program has approximately 131 players and our adult fitness program has over 85 participants. We'd like to acknowledge the hard work of our staff that makes these programs so successful.

Parks and Recreation facilities and offerings are a wonderful component of the Lincoln community and we thank you for your support. We are always looking for new ways to meet the changing needs and interests of community and welcome any suggestions and ideas.

PIERCE PROPERTY COMMITTEE

Jean Horne
Lucia MacMahon
Max Mason
Judith Gross, Chairman

This report is being written shortly after the sad news that our beloved member Max Mason had died on December 20th. Max was a valuable member of our Committee, having been involved with the landscaping at the Pierce House when it was originally left to the Town. He was a person of definite ideas about design and had no trouble quietly expressing them. For instance, he did not like Meta Sequoia trees. The fact that they had been found in China and developed by the Arboretum didn't impress him. His father had bought some when they were first available and it had been a great mistake. They are dirty dreadful trees and we should get rid of them. We did get rid of the original ones, but then the Town planted some new ones!

The Pierce House Committee is greatly honored and touched that Max's family has asked that gifts in Max's Memory should be sent to the Pierce House.

The past year has been busy with 49 paid events and 126 Town events. March was the busiest for Town events and September the most active for the paid ones. We are extremely lucky to have Richard and Susan Silver taking care of the House. They, along with Dana Mahnken, keep the house from falling down. They deal with Bridezillas and nervous Bride's mothers. In general, it has been a good year except for the loss of Max.

LINCOLN CULTURAL COUNCIL

Amy Goodwin
Barbara Low, Treasurer
Joanie Schaffner
Nancy Thompson
Susan Welsh
Melinda Abraham, Co-Chair
Lisa Putukian, Co-Chair

The Lincoln Cultural Council (LCC) is a local agency that supports cultural events to benefit the residents of Lincoln. The LCC is a part of the Massachusetts Cultural Council (MCC), a state agency. The MCC is the most extensive publicly funded cultural network in the nation.

The MCC provides money to local cultural councils to distribute in support of the arts, sciences and humanities. The LCC does not derive any of its funding directly from the town of Lincoln. For fiscal year 2012, the LCC received \$3,870 from the MCC. In addition to the annual allocation from the MCC, the LCC has a small sum of money in a gift account available for use in support of its mission of providing grants focused on interpretive sciences and the arts and humanities.

Each year the LCC tries to provide grants to a variety of programs which will benefit the residents of Lincoln. The LCC provided funds in support of the following projects during fiscal year 2012:

- Clarence Darrow: A Performance by Richard Clark (Council on Aging)
- Play & Work: Two Sides of History at the Grange (Historic New England - Codman Estate)
- Creating Your Own Nature Journal (Lincoln Land Conservation Trust)
- Gropius House Lecture Series and Walking Tour (Historic New England – Gropius House)
- Lyn Littlefield Hoopes, Poet in Residence (Lincoln PTA)
- After School Print shop (Lincoln Public Schools)

For fiscal year 2013, 18 applications were received and reviewed. Seven programs were selected for funding.

Over the years thousands of Lincoln residents have participated in and benefited from the diverse multicultural events sponsored in whole or in part by the LCC and the MCC.

The LCC actively encourages town residents to make suggestions for programs they would like to see in the future and that comply with all applicable MCC

guidelines. This year the LCC conducted a survey to solicit community input regarding future funding priorities as well as to obtain feedback regarding previously funded programs.

All members of the LCC are volunteers and are appointed by the Selectmen. This year the Lincoln Selectmen appointed Nancy Thompson as a new member of the LCC.

During 2012, Amy Goodwin completed her second term on the council. All of the members of the LCC send a heart felt thank you to Amy Goodwin for her many years of exceptional volunteer service to the town.

During 2013 and 2014 several council members will be completing their second terms. MCC's mandatory term limits prevent them from volunteering for any more terms without a several year break. If additional volunteers do not step forward, then the LCC may fall below the minimum number of volunteers required to maintain its standing and Lincoln will no longer qualify to receive funding from the MCC. Please consider volunteering to serve on the LCC. It's an excellent way to promote and support cultural events in Lincoln.

LINCOLN SCHOOL COMMITTEE

Tim Christenfeld
Jen James
Tom Sander, Vice Chair
Al Schmertzler
Jennifer Glass, Chair

The Lincoln Public Schools (LPS) are responsible for the education of 1,264 children: 608 in the Brooks and Smith Schools on the Lincoln campus (including 91 through the METCO program), 516 children in the Hanscom Primary and Middle Schools, and 140 children in pre-schools on both campuses.

We aim for all children to meet a set of ambitious and clearly elaborated educational standards at every grade level. This includes children with special needs, for whom we have the responsibility of providing an appropriate and fulfilling educational experience. Our curriculum and instructional approaches are designed to ensure that all students achieve at high levels academically.

Our educational program is organized to build a strong sense of community, both within the schools and through the children's engagement with the broader world. Structures and strategies in the school programs meet the social and emotional needs of all students and provide them with the skills and resources to be productive, healthy citizens.

Over the last year, the School Committee and the administrative team have led the effort to fulfill these responsibilities and to enhance the services that LPS provides to children and their families. The School Committee knows that central to the success of a school district is the leadership of the superintendent. In June of 2012, Lincoln honored retiring superintendent Mickey Brandmeyer for the decade of strong leadership he provided to the Lincoln Public Schools. During the year, the Committee worked with the entire community to find a new superintendent, and is pleased to welcome Dr. Becky McFall to the Lincoln Public Schools. Communication and coordination between Superintendents Brandmeyer and McFall allowed for a smooth transition, and the ability of the district to continue its focus on four district goals:

1) Curriculum, instruction and assessment:

- Alignment of the Lincoln Learning Expectations with the new Massachusetts and national "Common Core" standards.
- Increased intervention support to address achievement gaps.
- Continued focus on standards-based teaching, assessment and reporting and the development and roll-out of standards-based report cards, which are now used in grades K through 8. This focus supports teachers to adapt their instruction to the strengths and areas of growth

for individual students and provide children and families with a clear set of expectations and benchmarks.

- Continued development of district-wide common assessments as a means of measuring student learning and growth.

2) Teacher excellence and professional development:

- An internal training program for our paraprofessional staff was established.
- Administrators and teachers began piloting the Massachusetts Model Educator Evaluation System that will be fully implemented in 2013–2014.
- Faculty members were provided with high-quality professional development to support the implementation of standards-based teaching, differentiation, assessment, and reporting.
- Recognition and thanks were offered by the School Committee to a number of retiring teachers and staff members who had provided many years of dedicated and compassionate service to our students. From the Lincoln campus, the retirees were Denise Gilbert, Anne Marie Mahoney and Nancy Pollack.

3) Leadership and school culture:

- Responsive Classroom and Developmental Design for Middle School programs continued to be used consistently throughout the district to support strong school cultures and prevent bullying behaviors.
- Peer Mediation programs were put in place at the middle school level.
- Advisory and Extension blocks were scheduled into in the middle school to allow for enrichment and support opportunities for students.

4) Facilities, operations, health and safety:

- Custodial services continued to be assessed to ensure that our schools are adequately maintained and appropriately cleaned.
- Work continued to meet the goals of the Healthy U.S. Schools Challenge in order to combat childhood obesity.
- New three-year contracts were successfully negotiated with the custodians and with the administrative support staff.
- Planning for the new middle school at Hanscom Air Force Base was completed. Construction will begin in the summer of 2013.

Throughout the current school year, the School Committee will continue to support the schools in their implementation of the district goals. The School Committee functions best when the community is involved, and we encourage parents and community members to visit the LPS website, www.lincolnnet.org, to

learn more about the district. Visitors to our website will find information on District goals, our Lincoln Learning Expectations, reports on MCAS results and standards-based learning, School Improvement Plans, and the School Committee's long-term agenda.

School Building Initiative:

During 2012, members of the **School Building Committee (SBC)**, with important contributions from the Board of Selectmen, Capital Committee, and the Finance Committee, and with significant input from interested members of the community continued their work on the Massachusetts School Building Authority (MSBA)-supported feasibility study to address the needs of the Lincoln School by finalizing the schematic design for the preferred approach in June 2012. Subsequently, the Board of MSBA approved the project scope and budget and offered the Town a grant of almost \$21 million as its share of the estimated project cost of \$49.9 million. The Town considered the proposed building project at a special Town Meeting in November 2012. The project failed to receive the necessary two-thirds majority required to approve the project funding. The School Building Committee will host a series of meetings in the first quarter of 2013 to gather community input that will inform the SBC and School Committee regarding solutions to address the Lincoln School's facilities needs. For updated information on the next steps and the work of the SBC, please visit www.lincnet.org and click on "School Building Committee" under "quicklinks" or go directly to www.lincolnsbc.org.

CLASS OF 2012 GRADUATES

LINCOLN

Jamal Ethan Allen	Abigail June Hammett Ory
Samuel John Andonian	Vondré Neil Parham
Damir Alan Antia	Martin Guston Parks
Georgia Joan Baltay	Azalyn Symone Patterson
Tristan William Bannerman	Abigail Elizabeth Payne
David Anthony Bau	Benjamin Mallaury Octave Pelon
Robert Bibbo	Jhanel Malika Potts
Andrew Joseph Blair	Peterson Maiambo Quissanga
Amelia May Brown	Phoebe Rader-Gale
Stephanie Elizabeth Goldsmith Brown	Gia Lorena Seard
Kyle James Burke	George Erik Selsing
Avianna Bella Carmoega	Caleb Taylor Smith
Ne'Tayjah Doinne Cassamajor	Walker Randall Smith
Cecelia Louise Charrette	Sophia Rose Spaeth
Elson DeSouza Jr.	Claire Marie Telfer
Olivia Michela DiMambro	Adam David Thompson
Alexandra Megan duToit	Nicholas Thomas Virkler
Margaret Carolyn Dwyer	Eljon Williams Jr.
Michela Popper Eckhouse	Nikki Yang
Andrew John Fasciano	
Anna Blanche Foley	
Danielle Jordan Galinsky	
Nicholas Phillip Genovese	
Sherielle Marie Grant	
Kari Lena Henken	
Robert William Jahrling	
Guy Shlomo Katz	
Indrani Lucy Kharbanda	
Jenna Smyers King	
Christopher David Konvalinka	
Eli Samuel Rowan Kurtz	
Andrew Christopher Lee	
Da'Quan Dereck Lee	
Julia Helen Machado	
Andreas George Manos	
Riley Robert Devlin McCabe	
Eve Rebecca Montie	
Kahmya Korin Moss	
Jack Edmund Neuhaus	
Kamree Renae Nicolas	

HANSCOM

Chad D. Abraham
Desireé Nicole Adams
Eva Noelle Alpar
Louie A. Beasley, Jr.
Christie M. Bennett
Josh Best
Taylor Nicole Best
Keila Nicole Bobro
Matthew Alexander Brozuský
Nicholaus Daniel Buckner
Chad Call
Hope Corey
Dominyc Elijah Davis
Mattie Elizabeth Eckart
Joshua Lee Fournier
Ryan Frye
Jamiez T. Gaither
Emily Blyth Gazell
Rett Genatempo
Bennettar Hanson
Sabrina Lee Harvill
Kyndall N. Henderson
Kendall Nicole Hiltz
Tyler Holcomb
Alicia Kathleen Kalinowsky
Bain Kilani Mikai Kitchin
Nina K. Knight
Cynthia Anna-Rose Lauricella
Hailee Nicole Lykins
Kwan N. McNeil-Wesley
Jacob Newton
Samuel C. Ostlund
Angela Mae Paraino

Jacob S. Rancourt
Kevin Reilly
Aidan M. Rickard
Tyler Roberts
Trenton Sanders
Mitrial Isiah Lamar Shaw
Zach Somers
Tiffany Jo Walker
Trevor Austin Whitby
Michaela Angela Wright

LINCOLN-SADBURY REGIONAL HIGH SCHOOL

Radha Gargeya, Sudbury, Vice-Chair
Elena Kleifges, Sudbury
Nancy Marshall, Lincoln, Chair
Kevin Matthews, Sudbury
Patricia Mostue, Lincoln
Gerald Quirk, Sudbury

2012 Superintendent's Report

Lincoln-Sudbury's core values emphasize cooperative and caring relationships, respect for differences, and maintenance of a purposeful and rigorous academic program. The school culture strives to personalize education for all its students in order to enhance achievement by building on individual talents and creating an educational environment where students want to learn and discover their passions. Our teachers develop engaging courses, foster strong connections with students, and produce well-rounded graduates who are prepared for the best colleges.

2012 extended the recent stretch of difficult fiscal years for the high school. The out-of-district placements for students with profound learning needs continued to rise over the previous year's unprecedented increase. At its peak, 64 students were out-placed from a high school aged population of 1664 students. In the past two fiscal years, the amount of funds used for out-of-district tuitions and transportation to these placements had increased by over \$2 million, which strained the ability of the school to meet the needs of the 1600 students being educated at Lincoln-Sudbury. Given the unprecedented increase in out-of-district expenditures, the high school qualified for \$421,006 in Extraordinary Relief from the State.

Despite budget challenges, the high school continued to provide a rigorous and challenging academic program and maintained a wealth of extracurricular options for students. Over the course of the 2011-2012 academic year, the school developed specialized programming to better serve students with Language-Based Learning Differences (LBLD) and created a new program, ACE, built on the strengths of the Central Program and a Special Education program (the Annex). The LBLD and ACE program were in place for the start of the 2012-2013 school year. Additionally, grants from the Codman Trust and Sudbury Foundation funded a teacher professional development day during the summer of 2012 and provided teachers strategies to support students with learning differences. Ideally, with this professional development and added programming, the high school may bring back students and tuition dollars from certain "out-of-district" placements.

Our school goal during the 2011-2012 academic year was to "preserve what's best about Lincoln-Sudbury while continuing to improve as we look toward the

future.” Lincoln-Sudbury promoted teachers sharing best practices and explored how staff can better meet the needs of all learners. The school embarked on a quest to survey its alumni for feedback on how well Lincoln-Sudbury had prepared them for college and their futures, with over 93% of the 1,300 respondents rating Lincoln-Sudbury as Good to Excellent. The school’s Counseling Department implemented the Naviance software system, which is an excellent resource for students and families during the college selection and admission process. Lincoln-Sudbury’s Web Team also rolled out an update of the lsrhs.net website and generated a smartphone portal to L-S information.

In line with legislation, the School Committee worked with our Teachers Association to redesign health plans for employees, retirees, and dependents to mirror plan designs of the State’s Group Insurance Commission (GIC). Lincoln-Sudbury opted to continue its participation in Minuteman Nashoba Health Group, a coalition of Massachusetts towns and school districts that have joined together to more affordably purchase health benefits. The agreement additionally better positions the district to avoid cost in future years by increasing employee contribution to expensive indemnity-type plans from 30% to 49%. The negotiated redesign of health plans will save Lincoln-Sudbury \$437,000 over FY13 and FY14 combined – these savings are largely realized because our teachers are now shouldering higher copays for their health insurance.

With no appetite for an override in Sudbury, sustaining staffing at the 2010-2011 levels required the high school to use money from reserves to balance its budget and avoid teacher layoffs. Using these one-time funds, the high school did not lay off staff for first time in five years. The high school enrollment from FY12 to FY13 remained virtually level, as did its staffing.

Based on a Massachusetts Supreme Judicial Court’s ruling on assessment in another regional school district, the district worked with the towns of Lincoln and Sudbury to follow the findings of this court order and use the statutory method of billing each town for the operation and debt service of the high school. By following this court ruling and not using the assessment protocol outlined in the school’s regional agreement, Lincoln’s assessment increased from the previously approved \$3.75 million to \$3.85 million. A Special Town Meeting was called in Lincoln and the citizens voted to approve the additional funds for the high school.

One of the hallmarks of Lincoln-Sudbury has been the breadth of opportunities for students in its extracurricular program. Whether a student’s interests are academic, athletic, artistic, or musical, there is something in our extracurricular offerings for each individual. The school’s drama productions during the 2011-2012 school year included *Twelfth Night*, *Footloose*, and a comedy film series *Laugh Out Loud*. Many student musicians in choral and instrumental programs won accolades at the Eastern District Music Festival and some earned All State honors. Our students earned three Gold Key and six Silver Key Awards in the Boston Globe Scholastic Arts Competition. We also had one Gold Key and three Silver Key winners in the Globe’s Art and Writing Contest.

MINUTEMAN REGIONAL VOCATIONAL TECHNICAL DISTRICT

About Minuteman

Minuteman is a four-year public high school in Lexington, Massachusetts founded in the Career and Technical Education tradition. Minuteman serves the member towns of: Acton, Arlington, Belmont, Bolton, Boxborough, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland, and Weston and teaches more than 700 diverse young men and women from local communities across eastern Massachusetts. Minuteman is a **REVOLUTION IN LEARNING**, preparing every student for success in college, industry and life.

Lincoln Enrollment

As of October 1, 2012, three (3) high school students were enrolled at Minuteman providing a full time equivalent (FTE) of three (3) residents of Lincoln.

While attending Minuteman, these students receive a number of benefits:

- **Experience the Modern American High School.** Minuteman offers a distinctly modern learning experience where students venture beyond a traditional high school curriculum to explore their interests and discover their passion, whether that's Bio-technology, Robotics, Environmental Technology, or something else entirely from among our twenty majors.
- **Believe in Yourself.** Students graduate from Minuteman with an enduring self-confidence that they can achieve anything they set out to do, no matter how high the hurdle, how long the road, how loud the skeptics.
- **Prepare for College and Life.** Minuteman equips students with the academic foundation and study skills to succeed in college *and* the industry certifications and acumen to succeed in business, affording every student a unique flexibility upon graduation to pursue their dreams.
- **Learn from Experts.** Minuteman's teachers are demonstrated experts in their respective fields, injecting a depth of knowledge and experience into their classes that is rarely found in public or private schools.
- **Be More Than Just Another Student.** There is no such thing as "just another student" at Minuteman – instead, teachers and staff personally invest themselves in truly knowing each student and working closely with them to realize their full, individual potential.
- **Make a Fresh Start.** From their very first day of school, Minuteman students are given the opportunity to make a fresh start among new friends and new teachers who will see them as they are and not as who they once were.

Lincoln and Minuteman Half Day Program

Minuteman offers a unique program allowing juniors and seniors, who have passed the MCAS, enrollment on a half day-every day basis in a career major. This allows a student to graduate from Lincoln Sudbury Regional High School

and receive a competency certificate from Minuteman. Currently, no Lincoln students participate.

Minuteman offers technical training programs to adults who are looking for rewarding jobs in high demand careers. Adults may apply to the Minuteman Technical Institute programs to hone skills in a technical area, retrain for new employment, or learn new technical skills for the first time.

2012 Lincoln Graduates and Awards

Maxwell Peterson, Electrical Wiring

At the 2012 graduation, Maxwell Peterson received the Bryan Lounsbury Memorial Award.

This award is given to students of superior academic achievement and significant participation in school or community activities.

Class of 2012 Graduate Achievement Highlights

- 66% college bound or advanced Technical Training, 27% career bound and 3% military.
- 100% of Dental graduates passed the National Dental Board examination.
- 100% of Early Education and Care Infant/Toddler and Preschool graduates achieved Teacher Certification.
- 100% of Cosmetology graduates passed State Board examinations.
- 100% of Health Occupation graduates achieved college acceptance or career placement.
- 100% of Environmental Technology graduates were certified in OSHA 40-Hour HAZWOPER training, and confined-space entry training. 62% passed either the Massachusetts Grade II Municipal Wastewater Treatment Plant Operator License exam, and the Massachusetts Drinking-Water Treatment Plant Grade 1 Operator License Exam.
- Valedictorian James Cardillo, Electrical Wiring graduate from Peabody attending Florida Atlantic University in Boca Raton FL. Salutatorian Daniel Dangora, Robotics graduate from Medford attending UMass, Lowell to pursue electrical engineering.

Capital Projects

- MSBA Update: Minuteman moves forward in the "pipeline" of the MSBA Vocational School Repair and Renew program announced by the State Treasurer's office in 2010. On December 3, 2012 Minuteman was approved by MSBA to hire SKANSKA as the Owner's Project Manager (OPM) for the Feasibility Study. The OPM and School Building Committee will work together to review various models of enrollment as stated in the Request For Service for the OPM. In January of 2013 a link to the School Building Project will keep all towns informed of our progress.

Curriculum and Instruction

- Since 2008, all 9th grade students to have English and Math every day, rather than a “week-on-week-off” schedule, thus providing more consistent and concentrated instruction as well as project-based learning. Minuteman is rated a Level 1 school by the DESE. The first-time pass rates on MCAS remain high across all disciplines including a 100% passing rate in ELA in 2012.
- As part of our Revolution in Learning, we want every Minuteman student to fully explore their interests and discover their passion. Minuteman offers more than twenty different majors categorized into three clusters: Bio-Science/Engineering, Human & Commercial Services, and Trades & Transportation. The Educational Program planning process has identified potential new programs that offer students increased choices in career majors, including Criminal Justice/Bio-Security, Animal Science, Entertainment Engineering, Advanced Computer Manufacturing, and Medical Equipment Repair.
- Each student graduates with the OSHA 10 Safety Certification. In addition, during the CTE week, juniors and seniors participate in an Entrepreneur Class. Prior to commencement, seniors are required to produce a comprehensive Business Plan related to their career major.

Professional Development

- Minuteman teachers continue to control much of the context for their professional development. Teachers pursue academic and Career and Technical Education (CTE) goals that emphasize formative assessment practices and common summative assessments. Teachers meet to review student work and adjust the curriculum and instruction as needed. Teacher-to-teacher peer observations are conducted at least twice per year according to protocols derived from the National School Reform Faculty model. More and more, Executive Function strategies and techniques are being adopted toward the development of a specific Minuteman approach to: note-taking, unit organization, and study skills. Academic-Career and Technical curriculum integration results in lessons and student work that feature the application of academic skills in the CTE context and vice versa. That integration lends itself to students' developing and practicing 21st century skills (speaking, listening, collaborating, researching, and presenting). The integration of technology to enhance student learning is an on-going commitment. Finally, this year professional development has also been focused on the new DESE model teacher evaluation system, which requires the development of individual and team goals following the SMART model (Specific and Strategic; Measurable; Action-oriented; Rigorous, Realistic, and Results oriented; and Timed).

Student Access, Participation and Support

- An Executive Function initiative was launched in 2010. Led by our reading specialist, we have expanded our efforts to include study skills, pre-reading

strategies, and unit re-organization to help students with resources to develop habits and techniques to enhance their planning and organization skills.

- Minuteman continues to support a full-time Reading Specialist. In addition to working with the students on his own caseload, he consults with academic and CTE teachers toward the development and application of a school-wide reading program.
- The Special Education Department continuously develops individualized programs and provides services so that all our students succeed. We focus on teaching students about the nature of their disability and their Individualized Education Program. The Special Education department successfully implemented the Student Learning Center (SLC). The SLC allows students to understand their disability, develop skills, and techniques to minimize the impact of the student's disability, and to promote independence and personal responsibility. The SLC supports the transition to college. The SLC also supports the transition to college, by following a model of service delivery that is popular among most colleges and universities in the United States.
- The Music and Art department continues to grow. Most recently, two students were accepted to the Massachusetts Music Educator's Association Northeast District Chorus; one of whom also received an All State Chorus recommendation. The Visual Arts Department offers 8 different elective courses including traditional studio courses and Digital Photography to over 200 students. Student work has been displayed in various communities including Lexington, Carlisle, Arlington and Watertown. Recent graduates have been accepted at MassArt, Savannah College of Art and Design, Lesley University, New Hampshire Institute of Art and Art Institutes of Boston. The program continues to grow as student interest and enthusiasm is high.
- Minuteman offers 16 sports with three levels (Varsity, Junior Varsity and Freshman) throughout the school year. Over the past 12 years the number of participants has doubled in many of the sports offered. The athletic department is also looking to expand to include a track team. Students are offered more than 20 clubs and activities. Success of the Athletic teams has been outstanding within the past few years as students are winning awards and competitions. Minuteman has been participating in the Vocational and MIAA State tournaments. This past Fall season Cross Country runners qualified for the Vocational tournament, the golf team competed in the individual Vocational tournament, the Girls Soccer team qualified and competed in the Vocational tournament (losing in the Quarterfinals) and also competed in the MIAA State tournament, and the Minuteman Football team competed and was runner-up in the Vocational Superbowl.
- The Minuteman Parent Association (MPA) meets monthly and supports all aspects of the Minuteman community. In addition, the Grant-a-Wish program supports numerous initiatives and incentives for student achievement.

Special Offer!!



www.lincolntown.org

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Expiration date: 12/15/2099

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